



**Agenda for the Regular Meeting of Board of Commissioners
Monday, June 22, 2020 - 7:00 pm
Brentwood City Hall**

In the interest of the public health, safety, and welfare of the public, this meeting will be held electronically pursuant to Governor's Executive Order No. 16 and 34. Physical presence of the public will be limited, but the meeting may be viewed online at www.brentwoodtn.gov/livestream.

Call to Order by Mayor

Roll Call

Invocation by Commissioner Dunn

Pledge of Allegiance to the Flag by Commissioner Gorman

Oath of Office for Firefighters - Jack Sweeney and John Walker

Proclamation - Retirement of Assistant Police Chief Thomas Walsh

Public Hearing

1. Public hearing on Ordinance 2020-03 - AN APPROPRIATION ORDINANCE FOR THE CITY OF BRENTWOOD, TENNESSEE FOR THE FISCAL YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021 INCLUDING BUDGET FOR BRENTWOOD EMERGENCY COMMUNICATIONS DISTRICT
2. Public hearing on Ordinance 2020-04 - AN ORDINANCE OF THE CITY OF BRENTWOOD, TENNESSEE TO ESTABLISH THE PROPERTY TAX RATE FOR THE FISCAL YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021
3. Public hearing for proposed six-year Capital Improvements program for Fiscal Years 2021-2026

Public hearings on rezoning ordinances are primarily intended as opportunities for citizens to voice their views in support of or opposition to a rezoning that has been proposed by other parties. Persons speaking on behalf of the property owner or the applicant for the rezoning are allowed opportunities to speak when the ordinance is considered for passage on first and second reading, and are encouraged to confine their remarks to those opportunities. Any citizens who wish to make a comment during one of the public hearings may have access to do so via webcam at City Hall during the applicable portion of the meeting.

Approval or Correction of Minutes

June 8, 2020

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. Any citizens who wish to make a comment may have access to do so via webcam at City Hall during the citizens comment portion of the meeting.*

Report from City Manager

Report from the City Attorney

Reports and comments by Commissioners and Mayor

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

Consent Agenda

1. Ordinance 2020-09 - AN ORDINANCE AMENDING ORDINANCE 2019-03, THE BUDGET APPROPRIATION ORDINANCE FOR THE FISCAL YEAR BEGINNING JULY 1, 2019 AND ENDING JUNE 30, 2020, for consideration on second and final reading
2. Resolution 2020-26 - A RESOLUTION ADOPTING THE CAPITAL IMPROVEMENTS PROGRAM FOR FISCAL YEARS 2021-2026, for adoption
3. Resolution 2020-52 - A RESOLUTION ADOPTING THE CLASSIFICATION AND PAY PLAN FOR FISCAL YEAR 2021, for adoption
4. Resolution 2020-53 - A RESOLUTION ADOPTING THE NON-ROUTINE WORK PLAN FOR CITY DEPARTMENTS FOR FISCAL YEAR 2021 (JULY 1, 2020 - JUNE 30, 2021), for adoption
5. Resolution 2020-54 - A RESOLUTION AUTHORIZING AN ALTERATION TO THE OSRD DEVELOPMENT PLAN FOR THE BRENTWOOD COUNTRY CLUB SUBDIVISION, for adoption
6. Resolution 2020-56 - A RESOLUTION AUTHORIZING AN AMENDMENT TO THE AGREEMENT WITH HIGH-TECH SPECIAL EFFECTS, INC. FOR THE INDEPENDENCE DAY FIREWORKS SHOW, for adoption
7. Resolution 2020-57 - A RESOLUTION AMENDING THE FISCAL YEAR 2020 ANNUAL PROCUREMENT OF MATERIALS AND SERVICES IN AMOUNTS EQUAL TO OR EXCEEDING \$10,000 FROM DESIGNATED VENDORS, for adoption
8. Resolution 2020-59 - A RESOLUTION AUTHORIZING AN AGREEMENT WITH REDWIRE, LLC FOR AUDIO-VISUAL SYSTEM INSTALLATION AND INTEGRATION IN POLICE HEADQUARTERS FACILITY, for adoption
9. Approval to purchase lighting upgrades for Granny White Park tennis courts
10. Approval to purchase network security firewalls
11. Approval to purchase replacement security cameras

Old Business

1. Ordinance 2020-01 - AN ORDINANCE REZONING PROPERTY LOCATED AT 9520 SPLIT LOG ROAD FROM R-2 (SUBURBAN RESIDENTIAL) TO OSRD (Open Space Residential Development), for consideration on second and final reading
2. Ordinance 2020-03- AN APPROPRIATION ORDINANCE FOR THE CITY OF BRENTWOOD, TENNESSEE FOR THE FISCAL YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021 INCLUDING BUDGET FOR BRENTWOOD EMERGENCY COMMUNICATIONS DISTRICT, for consideration on second and final reading
3. Ordinance 2020-04 - AN ORDINANCE OF THE CITY OF BRENTWOOD, TENNESSEE TO ESTABLISH THE PROPERTY TAX RATE FOR THE FISCAL YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021, for consideration on second and final reading
4. Other old business

New Business

1. Resolution 2020-55 - A RESOLUTION ENDORSING AN APPLICATION FOR GRANT FUNDING FROM THE LOCAL GOVERNMENT SUPPORT GRANTS PROGRAM
2. Resolution 2020-58 - A RESOLUTION AUTHORIZING THE ANNUAL PROCUREMENT OF MATERIALS AND SERVICES IN AMOUNTS EQUAL TO OR EXCEEDING \$10,000 FROM DESIGNATED VENDORS, for adoption
3. Other new business
 - a. Notice of future appointment of two (2) members to the Brentwood Board of Building Construction Appeals (for information only)
 - b. Notice of future appointments of three (3) members to the Environmental Advisory Board (for information only)



Kirk Bednar
City Manager

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

Brentwood City Commission Agenda

Meeting Date: 06/22/2020

Public Hearing on Ordinance 2020-03- Appropriations Ordinance for FY 2020-2021

Submitted by: Karen Harper, Finance

Department: Finance

Information

Subject

Public Hearing on Ordinance 2020-03 - An appropriations ordinance for the City of Brentwood for the fiscal year beginning July 1, 2020, and ending June 30, 2021, including the Brentwood Emergency Communications District.

Background

The proposed FY 2020-2021 appropriations ordinance was reviewed with the Board of Commissioners at a work session on Thursday, May 14, 2020. Formal public hearings on this ordinance have been held at City Commission meetings on Tuesday, May 26, 2020 and Monday, June 8, 2020. A third public hearing is set for Monday, June 22, 2020.

No public comments were received at the May 26, 2020 or the June 8, 2020 public hearings.

For additional information, please review the backup material for Ordinance 2020-03 on the June 22, 2020 agenda under "Old Business."

Staff Recommendation

N/A

Previous Commission Action

Each year, the City Commission officially adopts the City's annual operating budget through the passage of the appropriations ordinance. An opportunity for citizens to provide comments on the proposed operating budget is provided through three formal public hearings. The June 22, 2020 public hearing represents the third and final public hearing for the proposed FY 2021 appropriations ordinance.

Ordinance 2020-03 was approved on first reading (7-0) at the May 26, 2020 meeting. Final reading of the ordinance is scheduled for the June 22, 2020 meeting.

Fiscal Impact

Attachments

No file(s) attached.

Brentwood City Commission Agenda

Meeting Date: 06/22/2020

Public Hearing on Ordinance 2020-04 - To Establish the FY 2020-2021 Tax Rate

Submitted by: Karen Harper, Finance

Department: Finance

Information

Subject

Public Hearing on Ordinance 2020-04 - An ordinance of the City of Brentwood to establish the tax levy for fiscal year beginning July 1, 2020, and ending June 30, 2021.

Background

The proposed Tax Rate Ordinance for Fiscal Year 2021 was reviewed with the Board of Commissioners at a work session on Thursday, May 14, 2020. Formal public hearings were held at City Commission meetings on Tuesday, May 26, 2020 and Monday, June 8, 2020. A third public hearing is set for Monday, June 22, 2020.

No public comments were received at the May 26, 2020 or the June 8, 2020 public hearings.

For additional information, please review the backup information on Ordinance 2020-04 on the June 22, 2020 agenda under "Old Business."

Staff Recommendation

N/A

Previous Commission Action

Each year, the City Commission reviews and adopts the appropriations and tax levy ordinances for the new fiscal year. An opportunity for citizens to provide comments on the proposed ordinances is provided through three formal public hearings. The June 22, 2020 public hearing represents the third and final opportunity for formal public comments on the proposed FY 2021 tax levy ordinance.

Ordinance 2020-04 was approved on first reading (7-0). Second and final reading of the ordinance is scheduled for the June 22, 2020 meeting.

Fiscal Impact**Attachments**

No file(s) attached.

Brentwood City Commission Agenda

Meeting Date: 06/22/2020

Public Hearing for Proposed Six-Year Capital Improvements Program for Fiscal Years 2021-2026

Submitted by: Jay Evans, Administration

Department: Administration

Information

Subject

Public Hearing for Proposed Six-Year Capital Improvements Program for Fiscal Years 2021-2026

Background

The proposed FY 2021-2026 Capital Improvements Program (CIP) was reviewed with the Board of Commissioners at a work session on Tuesday, March 31, 2020. The staff reviewed each project and received initial guidance and direction on the appropriateness and priorities in the program. The CIP has since been posted on the City's website and circulated in the community for citizen review and comment. The public hearing on Monday, June 22, 2020 represents the third and final public hearing for the CIP, with the first two having been held on Tuesday, May 26, 2020, and Monday, June 8, 2020. A Resolution to adopt the six-year CIP will be presented to the City Commission for consideration and approval at the June 22, 2020 meeting.

Staff Recommendation

N/A

Previous Commission Action

Each year, the City Commission reviews and approves the six-year capital improvements program. An opportunity for citizen comments on the proposed program is provided through three formal public hearings.

Fiscal Impact

Attachments

No file(s) attached.

Brentwood City Commission Agenda

Meeting Date: 06/22/2020

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 June 8, 2020 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, June 8, 2020 at 7:00 pm at Brentwood City Hall.

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

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

Mayor Little stated the following:

“As you may know, Governor Bill Lee issued Executive Order 16 on March 16 and extended its provisions by Executive Order 34 on May 6. These Orders were issued to ensure that government continues to function openly and transparently during the COVID-19 emergency while taking appropriate measures to protect the health and safety of citizens and government officials. In his Orders, Governor Lee emphasized that in the interest of limiting the community spread of COVID-19, private and governmental entities of all types should eliminate large public gatherings and conduct business remotely by electronic means to the greatest extent possible. The Orders provide that governments may meet to conduct essential business by electronic means when the governing body determines that doing so is necessary to protect citizens. Sadly, COVID-19 continues to spread across the state and Williamson County. Therefore, the City has determined that in the interest of protecting the health, safety, and welfare of Tennesseans and the citizens of Brentwood, it is necessary for the Board of Commissioners to meet partially electronically rather than in-person. We have posted the link for public viewing on the City’s website and social media pages, and we have disseminated the same to the media.

Is there any objection by the Commission? Seeing none, we will proceed with our meeting in accordance with the State of Tennessee Governor’s Executive Orders Number 16 and 34.”

Commissioner Andrews led the Invocation. The Pledge of Allegiance was led by Commissioner Dunn. Police Department Badge Pinning Ceremony of Assistant Chief Richard Hickey, Patrol Captain Jim Colvin, and Patrol Lieutenant Dustin Miller was conducted by Police Chief Jeff Hughes.

Public Hearing

Public hearing on Ordinance 2020-01 - AN ORDINANCE REZONING PROPERTY LOCATED AT 9520 SPLIT LOG ROAD FROM R-2 (SUBURBAN RESIDENTIAL) TO OSRD (Open Space Residential Development)

Public Hearing was opened on Ordinance 2020-01.

The following persons spoke:

John Vitucci, 1747 Umbria Drive

Paul Selman, 9510 Split Log Road

Justin Lash, 1849 Wadebridge Way

The public hearing was closed.

Public hearing on Ordinance 2020-03 - AN APPROPRIATION ORDINANCE FOR THE CITY OF BRENTWOOD, TENNESSEE FOR THE FISCAL YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021 INCLUDING BUDGET FOR BRENTWOOD EMERGENCY COMMUNICATIONS DISTRICT

Public Hearing was opened on Ordinance 2020-03. No one spoke for or against the ordinance; therefore, the public hearing was closed.

Public hearing on Ordinance 2020-04 - AN ORDINANCE OF THE CITY OF BRENTWOOD, TENNESSEE TO ESTABLISH THE PROPERTY TAX RATE FOR THE FISCAL YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021

Public Hearing was opened on Ordinance 2020-04. No one spoke for or against the ordinance; therefore, the public hearing was closed.

Public hearing for proposed six-year Capital Improvements program for Fiscal Years 2021-2026

Public Hearing was opened on the CIP. No one spoke for or against the CIP; therefore, the public hearing was closed.

Approval or Correction of Minutes

May 26, 2020

Moved by Commissioner Nelson Andrews (electronically) for approval of the minutes as written, seconded by Commissioner Susannah Macmillan (electronically)

Vote: 7 - 0 Approved - Unanimously

Consent Agenda

Resolution 2020-48 - A RESOLUTION AUTHORIZING AN AGREEMENT WITH VERTIV CORPORATION FOR MAINTENANCE OF THE UNINTERRUPTIBLE POWER SYSTEMS (UPS), for adoption

Resolution 2020-50 - A RESOLUTION ADOPTING REVISIONS TO THE CITY'S PERSONNEL RULES AND REGULATIONS

Approval of a change order with Graybar Light Company for LED light fixtures for Crockett Park and Granny White Park

Approval to purchase new microphone system for the City Commission Chambers

Moved by Commissioner Mark Gorman (electronically) for approval of the items on the Consent Agenda, seconded by Vice Mayor Ken Travis (electronically)

Vote: 7 - 0 Approved - Unanimously

New Business

Ordinance 2020-06 - AN ORDINANCE REZONING PROPERTY LOCATED ON THE NORTH SIDE OF MOORES LANE ADJACENT TO AND EAST OF THE MOORES LANE GREENWAY FROM R-2 (SUBURBAN RESIDENTIAL) TO C-1 (COMMERCIAL OFFICE), for consideration on first reading

Moved by Commissioner Mark Gorman (electronically) to deny Ordinance 2020-06, seconded by Mayor Rhea Little (electronically)

Vote: 7 - 0 Approved - Unanimously

Ordinance 2020-07 - AN ORDINANCE REZONING PROPERTY LOCATED IN THE SOUTHEAST QUADRANT OF THE INTERSECTION OF FRANKLIN ROAD AND WILSON PIKE CIRCLE FROM AR (AGRICULTURAL RESIDENTIAL) TO SI-3 (SERVICE INSTITUTION -- CULTURAL, RECREATIONAL AND GOVERNMENTAL), for consideration on first reading

Moved by Vice Mayor Ken Travis (electronically) to defer to the August 10, 2020 meeting by the request of the developer, seconded by Commissioner Nelson Andrews (electronically)

Vote: 7 - 0 Approved - Unanimously

Ordinance 2020-09 - AN ORDINANCE AMENDING ORDINANCE 2019-03, THE BUDGET APPROPRIATION ORDINANCE FOR THE FISCAL YEAR BEGINNING JULY 1, 2019 AND ENDING JUNE 30, 2020, for consideration on first reading

Moved by Commissioner Regina Smithson (electronically) for passage of Ordinance 2020-09, seconded by Vice Mayor Ken Travis (electronically)

Vote: 7 - 0 Approved - Unanimously

Resolution 2020-49 - A RESOLUTION AUTHORIZING AN AGREEMENT WITH GARLAND/DBS, INC. FOR A SHINGLE ROOF REPLACEMENT PROJECT AT THE JOHN P. HOLT BRENTWOOD LIBRARY, for adoption

Moved by Mayor Rhea Little (electronically) for approval, seconded by Commissioner Nelson Andrews (electronically)

Vote: 7 - 0 Approved - Unanimously

Resolution 2020-51 - A RESOLUTION AUTHORIZING A TEMPORARY MODIFICATION TO THE CITY OF BRENTWOOD UTILITY BILLING POLICIES DUE TO THE HARDSHIPS AS A RESULT OF THE COVID-19 VIRUS, for adoption

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

Vote: 7 - 0 Approved - Unanimously

Appointment by Mayor of Three (3) Members to the Planning Commission

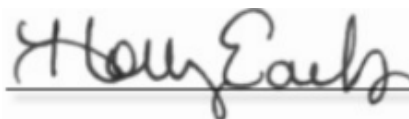
Chris Clark, Brandon Oliver, and John Vitucci were appointed to serve a three (3) year term expiring on June 30, 2023.

Appointment of two (2) members to the Library Board

Laura McClendon and Wanda Graham were appointed to serve a three (3) year term expiring on June 30, 2023.

With no further business, the meeting adjourned at 8:17 pm.

APPROVED _____

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

Holly Earls, City Recorder

Brentwood City Commission Agenda

Meeting Date: 06/22/2020

Ordinance 2020-09 - An Ordinance to Amend Ordinance 2019-03, the Budget Appropriations Ordinance for the 2019-2020 Fiscal Year

Submitted by: Karen Harper, Finance

Department: Finance

Information

Subject

Ordinance 2020-09 - An Ordinance to Amend Ordinance 2019-03, the Budget Appropriations Ordinance for the 2019-2020 Fiscal Year

Background

Ordinance 2020-09, if approved, will amend the current FY 2019-2020 Appropriations (Budget) Ordinance to formally authorize recommended adjustments to expenditures and operating transfers for the General Fund, Post Employment Benefits Fund, Equipment Replacement Fund, Capital Projects Fund, Facilities Maintenance Fund, Drug Fund, and the Insurance Fund.

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

The recommended amendments are summarized below:

General Fund (110) Additional revenues of \$4,322,360 reflect positive revenue collections in the current year over original budgeted estimates.

Proposed expenditure amendments are as follows:

1. A special FY 2020 year-end appropriation transfer of \$3,740,000 from the General Fund to the Capital Projects Fund funded through projected excess revenue collections in the current fiscal year to pay for certain proposed FY 2021 and beyond capital projects and equipment. (See attachment A for projects list.)

2. A special FY 2020 year-end appropriation transfer of \$2,600,000 from the General Fund unassigned fund balance to the Capital Projects Fund for the first installment to purchase Windy Hill Park.
3. A special FY 2020 year-end transfer of \$405,000 from the General Fund to the Equipment Replacement Fund for the FY 2021 purchase of equipment. See attached project and equipment list.
4. A special FY 2020 year-end transfer of \$45,000 from the General Fund to the Facilities Maintenance Fund for maintenance for Ravenswood Mansion.
5. An appropriation increase of \$12,940 to the Fire and Rescue activity for incidentals and overtime paid to City of Brentwood firefighters that were deployed to South Carolina for mutual aid emergency service operations and support for Hurricane Dorian. Funding is provided by FEMA reimbursement funds equaling \$12,940.
6. An appropriation increase in the Fire and Rescue activity of \$33,020 for accrued terminal leave payments in FY 2020 for the retirement of one 30+ year employee. There will be a companion transfer from the Post Employment Benefits Fund to cover this cost.
7. An appropriation increase in the Fire and Rescue activity of \$14,400 to cover State Pay Supplemental increase with funding provided by extra revenue received from State of Tennessee.
8. An appropriation increase in the Fire and Rescue activity of \$35,000 to cover repairs to Tower 51.
9. An appropriation increase in the Engineering activity of \$22,000 for accrued terminal leave payments for FY 2020 for the retirement of one 30+ year employee. There will be a companion transfer from the Post Employment Benefits Fund to cover this cost.
10. An appropriation increase in the Storm Drainage activity to cover the cost of repairs to aging corrugated metal storm drainage pipes.

The proposed total General Fund appropriation increase of \$4,322,360 from current year revenues and \$2.6 million from the fund balance transfer will leave a minimum projected General Fund unassigned fund balance as of June 30, 2020 of \$39.4 million. The fund balance will exceed the stated budget policy objective of maintaining a minimum of 40% in reserves for future needs and emergencies. Please note it is likely that the final unassigned fund balance will be higher because the exact amount will not be known until August 1, 2020 when the Hall Income Tax proceeds for FY 2020 are received from the State of Tennessee.

Post Employment Benefits Fund (127)

Increasing the appropriation for this fund by \$55,020 for the transfer to the General Fund for reimbursement of accrued terminal leave payments for the Fire and Rescue (\$33,020) and Engineering (\$22,000) activities in FY 2020 as referenced above.

Equipment Replacement Fund (310)

Additional Revenue of \$405,000 reflects the special year-end appropriation transfer from the General Fund as referenced above.

Capital Projects Fund (311)

Additional revenue of \$6,340,000 reflects the special year-end appropriation transfer from the General Fund as referenced above.

Increasing the appropriation of this fund by \$2,600,000 for the first installment to purchase Windy Hill Park.

Facilities Maintenance Fund (312)

Additional revenue of \$45,000 reflects the special year-end appropriation transfer from the General Fund to pay for the maintenance to Ravenswood Mansion.

Increasing the appropriation of the fund by \$250,000 to pay for the roof repairs at the Library.

Drug Fund (126)

Increasing the appropriation of this fund by \$22,000 for the purchase of a new drug dog including onboarding costs.

Insurance Fund (320)

Additional revenue of \$135,000 reflects stop loss (reinsurance) amounts received for payments of individual medical claims above the stop loss base amount. Note that additional stop loss payments may be received for claims incurred prior to June 30, 2020.

Increasing the appropriation of this fund by the same \$135,000 for incremental medical claims that could occur before June 30, 2020.

Summary

The recommended budget appropriations amendments are primarily bookkeeping in nature to meet the legal requirements for compliance with annual budget appropriations. Whenever possible, budget amendments for the current fiscal year should be carried out before the end of the fiscal year and prior to the beginning of the independent audit for FY 2020.

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

Staff Recommendation

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

Previous Commission Action

Ordinance 2020-09 passed unanimously on first reading at the June 8, 2020 meeting.

The original Fiscal Year 2019-2020 Budget Appropriation Ordinance (Ordinance 2019-03) was approved by the City Commission on second and final reading at the June 25, 2019 meeting.

Fiscal Impact

Attachments

Ordinance 2020-09

FY 2020 Year-End Transfer Project List

ORDINANCE 2020-09

AN ORDINANCE OF THE CITY OF BRENTWOOD, TENNESSEE TO AMEND ORDINANCE 2019-03, SAME BEING THE BUDGET APPROPRIATION ORDINANCE FOR THE 2019-2020 FISCAL YEAR

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

SECTION 1. That Ordinance 2019-03, same being the budget appropriation ordinance for the 2019-2020 fiscal year, be and the same is hereby amended by adding (subtracting) the amounts specified herein to certain revenue and expenditure appropriations as follows:

GENERAL FUND (110)

Revenues and Other Sources:

Local Sales Tax (31300)	+\$2,500,000
Real/Personal Property Tax (31100)	+\$150,000
State Shared Sales Tax (33510)	+\$100,000
Business Taxes (31600)	+\$350,000
State Income Taxes (33520)	+\$1,040,000
Wholesale Liquor (31450)	+\$100,000
FEMA Reimbursement (33200)	+\$12,940
State Pay Supplement	+\$14,400
Post Employment Benefits (37855)	+\$55,020

Total Change in Revenues +\$4,322,360

Expenditures and Other Uses:

Transfer to Capital Projects Fund (FY 2021 Projects)	+\$3,740,000
Fund Balance Transfer to Capital Projects Fund (Windy Hill Park)	+\$2,600,000
Transfer to Equipment Replacement Fund (FY 2021 Equipment)	+\$405,000
Transfer to Facilities Maint. (FY 2021 Ravenswood Mansion Repair)	+\$45,000
Fire and Rescue Activity (Hurricane Dorian Deployment)	+\$12,940
Fire and Rescue Activity (Terminal Leave Payout)	+\$33,020
Fire and Rescue Activity (State Pay Supplement)	+14,400
Fire and Rescue Activity (Tower51 Repair)	+35,000
Engineering Activity (Terminal Leave Payout)	+22,000
Storm Drainage Activity	+\$15,000

Total Change in Expenditures +\$6,922,360

POST EMPLOYMENT BENEFITS FUND (127)

Expenditures and Other Uses:

Transfer to General Fund +\$55,020

Total Change in Expenditures +\$55,020

EQUIPMENT REPLACEMENT FUND (310)

Revenues and Other Sources:

Transfer from General Fund (FY 2021 Equipment) +\$405,000

Total Change in Revenues +\$405,000

CAPITAL PROJECTS FUND (311)

Revenues and Other Sources:

Transfer from General Fund (FY 2021 Projects) +\$3,740,000

Transfer from General Fund +\$2,600,000

Total Change in Revenues +\$6,340,000

Expenditures and Other Uses:

Windy Hill Park +\$2,600,000

Total Change in Expenditures +\$2,600,000

FACILITIES MAINTENANCE FUND (312)

Revenues and Other Sources:

Transfer from General Fund (FY2021 Ravenswood Repairs) +\$45,000

Total Change in Revenues +\$45,000

Expenditures and Other Uses:	
Library Roof	<u>+\$250,000</u>
Total Change in Expenditures	<u>+\$250,000</u>

DRUG FUND (126)

Expenditures and Other Uses:	
Police Dog and Associated Expenses	+\$22,000
Total Change in Expenditures	<u>+\$22,000</u>

INSURANCE FUND (320)

Revenues and Other Sources	
Stop Loss Payments	+\$135,000
Total Change in Revenue	<u>+\$135,000</u>
Expenditures and Other Uses:	
Medical Claims	+\$135,000
Total Change in Expenditures	<u>+\$135,000</u>

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

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

MAYOR Rhea E. Little, III

RECORDER Holly Earls

Approved as to form:

CITY ATTORNEY Kristen L. Corn

June 22, 2020

Pursuant to T.C.A. Section 6-22-124(c), I hereby certify that sufficient unappropriated revenue will be available to the increased appropriations proposed under Ordinance 2020-09.

Kirk Bednar, City Manager

City of Brentwood

Special Funded - FY 21 CIP Projects

Proposed FY 2020 General Fund Transfer

Attachment A

	FY 2020 Year-End Transfer to Capital Projects Fund (\$3.74 million)	FY 2020 Unassigned General Fund Balance transfer to CP Fund	FY 2020 Year- End Transfer to Equipment Repl. Fund	FY 2020 Year- End Transfer to Facilities Maint. Fund
General Facilities and Equipment				
Police Headquarters	1,950,000			
Fire Stations	500,000			
Air Curtain Burn Unit			155,000	
16 SCBA Air Packs and 32 Cylinders			160,000	
Mini-Excavator			50,000	
Rake Attachment	10,000			
Scissor Lift	15,000			
Technology				
Video Storage Server			40,000	
Specialized Department Software	55,000			
Finance/HR ERP	450,000			
Transportation				
Bike/Pedestrian	300,000			
ADA Compliance	300,000			
Traffic Signals	85,000			
Parks				
Windy Hill Park		2,600,000		
Smith Park Ravenswood Mansion Repairs				45,000
Inclusive Playground	75,000			
Totals	\$ 3,740,000	\$ 2,600,000	\$ 405,000	\$ 45,000

Brentwood City Commission Agenda

Meeting Date: 06/22/2020

Resolution 2020-26 - Adopting the Capital Improvements Program for Fiscal Years 2021-2026

Submitted by: Jay Evans, Administration

Department: Administration

Information

Subject

Resolution 2020-26 - Adopting the Capital Improvements Program for Fiscal Years 2021-2026

Background

Staff requests formal adoption of the FY 2021-2026 Capital Improvements Program (CIP) via the attached resolution. As you know, the CIP is an essential component for addressing the long-term infrastructure and facility needs of the community in a systematic and financially responsible manner. The proposed six-year plan includes 51 projects and improvements with a total anticipated investment of \$149,570,000.

Approximately 64% of the proposed expenditures are related to various transportation and utilities projects, with an additional 36% related to City facilities and equipment. The remaining projects are focused on the parks, technology and storm drainage needs of the City.

The draft CIP was reviewed by the City Commission at a work session on March 31, 2020 with formal public hearings on May 26, June 8, and June 22. No changes or revisions to the draft plan were proposed or suggested at the work session or public hearings prior to today's date.

Staff Recommendation

Staff recommends approval of the resolution adopting the Capital Improvements Program for Fiscal Years 2021-2026.

Previous Commission Action

In June of each year, the City Commission adopts the Capital Improvements program for the following six-year time period. The FY 2020-2025 CIP was adopted on June 25, 2019.

Fiscal Impact

Amount :

Source of Funds:

Account Number:

Fiscal Impact:

The Capital Improvements Plan is a planning document only. No funds are appropriated by virtue of its adoption. The first year expenditures included in the CIP are typically incorporated into the annual budget proposal.

Attachments

Resolution 2020-26

RESOLUTION 2020-26

**A RESOLUTION TO ADOPT A CAPITAL IMPROVEMENTS PROGRAM FOR THE
CITY OF BRENTWOOD FOR THE FISCAL YEARS 2021-2026**

WHEREAS, the City of Brentwood has grown rapidly in population and services since its inception in 1969; and

WHEREAS, a proposed program for capital improvements has been developed for the next six years to address the needs of a growing community; and

WHEREAS, this program allows for more effective use of planning, financial and organizational resources in implementing a widely understood capital improvements plan.

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

SECTION 1. That the proposed Capital Improvements Program, establishing projects to be accomplished during fiscal years 2021-2026, is hereby adopted as a guideline for Brentwood city government.

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

MAYOR Rhea E. Little, III

ADOPTED: _____

Approved as to form:

RECORDER Holly Earls

CITY ATTORNEY Kristen L. Corn

Brentwood City Commission Agenda

Meeting Date: 06/22/2020

Resolution 2020-52 - Adoption of Proposed Classification and Pay Plan for Fiscal Year 2021

Submitted by: Mike Worsham, Human Resource

Department: Human Resource

Information

Subject

Resolution 2020-52 - Adoption of Proposed Classification and Pay Plan for Fiscal Year 2021.

Background

Annually a review of the City's current Classification and Pay Plan is conducted to ensure that it remains competitive, allowing the City to achieve its stated budget goal of being able to "attract and retain the best employees available through maintaining competitive pay and fringe benefit programs." Part of the annual review includes salary comparisons between selected Brentwood positions and those of several other relevant Tennessee governments.

In 2017, Burris, Thompson & Associates, a leading Tennessee-based compensation consulting firm with extensive experience with governmental entities was engaged by the City to conduct a comprehensive compensation and salary study. This project included comparing all positions in the City's pay plan with similar positions in 14 benchmark public sector employers that are representative of the competitive labor market for the City of Brentwood. Because the City also competes with general business and industry for employees for many City jobs, market data from general business and industry for jobs similar to those at the City of Brentwood were compiled from the latest **Economic Research Institute (ERI) Salary Assessor** database using data for the Nashville area.

Recommendations from this project were approved in the 2018 Fiscal Year Operating Budget and included increasing all pay ranges and positions within the City's Classification and Pay Plan by 8.7% to position City jobs at the 75th percentile of the relevant labor market.

At the beginning of Fiscal Year 2019 the overall Classification and Pay Plan was increased by an additional 4% to ensure the City maintains its competitive position in the labor market. It was also increased again, for this reason, by 1.5% at the beginning on Fiscal Year 2020.

In March of this year, the City's compensation consultants, Burris, Thompson & Associates compared benchmark positions in the City's pay plan to similar jobs from employers in the relevant job market, using current salary data. Overall, the results of this review showed that Brentwood's current salary structure is now approximately 97% of the 75th percentile of the relevant labor market.

The current pay plan consists of 16 basic pay grades with sub-grades for the various public safety positions. Each pay grade has a corresponding pay range and an approximate 50% spread from the minimum amount to the maximum amount. This allows for increased earning potential for most career employees. Also, several Brentwood job classifications have multiple levels that cover more than one pay range (i.e. Accounting Clerk I and II, Maintenance Worker and Senior Maintenance Worker, Equipment Operator I, II and III, Police Officer I and II, Librarian I and II). This provides a meaningful career path in many functional areas within the organization.

Staff Recommendation

Staff recommendations for Fiscal Year 2021 include the following:

1. Under normal circumstances staff would recommend that the City's Classification and Pay Plan and current pay rates of all employees as of June 30, 2020, be adjusted upward for FY 2021. This market adjustment would help maintain the competitiveness of the City's pay plan within our labor market and help with recruitment efforts of qualified applicants for all job openings. However, due to current economic conditions and uncertainty of revenue projections resulting from the Covid-19 pandemic staff cannot recommend an increase to the pay plan at this time. However, should the revenue forecasts improve as the country emerges from the pandemic later this calendar year, staff recommends reconsideration in mid-FY 2021.
2. A new position of Administrative Services Coordinator be created and classified in Pay Group E and that the key senior administrative employee in each department, currently classified as Administrative Assistant in Pay Group D, be assigned to this new position to more accurately reflect the job duties and responsibilities of these key department administrative positions and to more closely align with similar positions in the pay plan.
3. The title of Cross Connection Control Technician in Group E be changed to Utility Programs Coordinator to more accurately reflect the responsibilities of the position beyond just the Cross Connection Control program.

Attached for your review is the current FY 2021 Classification and Pay Plan.

Fiscal Impact

Attachments

Resolution 2020-52

FY 21 Class & Pay Plan - Proposed

RESOLUTION 2020-52

A RESOLUTION TO AMEND THE SYSTEM OF CLASSIFICATIONS AND SALARY RANGES FOR THE EMPLOYEES OF THE CITY OF BRENTWOOD, ALL IN ACCORDANCE WITH THE POSITION CLASSIFICATION GROUPINGS AND SALARY RANGES FOR THE 2020-2021 FISCAL YEAR AS SHOWN ON THE PLAN ATTACHED HERETO AND MADE A PART OF THIS RESOLUTION BY REFERENCE

WHEREAS, pursuant to sections 2-102 and 2-103 of the Brentwood Municipal Code, a revised system of classifications and salary ranges for the employees of the City of Brentwood has been submitted to the Board of Commissioners for its approval; and

WHEREAS, said system provides for a uniform and equitable rate of pay for each class of positions based on requisite qualifications, pay for comparable work in public and private employment, cost of living data and the financial policies of the City; and

WHEREAS, it is appropriate that said system should be approved.

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

SECTION 1. That the system of classifications and salary ranges for the employees of the City of Brentwood is hereby amended, all in accordance with the position classification groupings and salary ranges for the 2020-2021 fiscal year as shown on the plan attached hereto as Attachment A and made a part of this resolution by reference.

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

MAYOR Rhea E. Little, III

ADOPTED: _____

Approved as to form:

RECORDER Holly Earls

CITY ATTORNEY Kristen L. Corn

Classification and Pay Plan

<u>Pay Range (non-exempt/exempt)</u>	<u>Minimum</u>	<u>Mid-point</u>	<u>Maximum</u>
Group A (ne)	\$ 26,187.20	\$ 32,718.40	\$ 39,270.40
Library Technician I			
Community Relations Specialist*			
Group B (ne)	\$ 29,328.00	\$ 36,649.60	\$ 43,971.20
Maintenance Worker			
Parks Worker (PT)			
Receptionist			
Group C (ne)	\$ 32,843.20	\$ 41,038.40	\$ 49,254.40
Equipment Operator I			
Library Technician II			
Senior Maintenance Worker			
Utility Service Technician			
Group D-PSR Recruit (ne)	\$ 40,372.80	\$ 50,460.80	NA
Firefighter-Recruit			
Police Officer-Recruit			
Group D (ne)	\$ 36,774.40	\$ 45,968.00	\$ 55,161.60
Accounting Clerk I			
Administrative Assistant			
Equipment Operator II			
Grounds Specialist I			
Human Resources Technician			
Library Technician III			
Municipal Codes Officer I			
Police Records Clerk I			
Public Safety Dispatcher I			
Traffic Operations Technician			
Vehicle Services Technician I			
Water Services Senior Maintenance Worker			
Group E - PS (ne)	\$ 43,867.20	\$ 51,792.00	\$ 59,696.00
Firefighter			
Police Officer			

* Base pay only (commission-based salary structure.)

(ne) = position is non-exempt from overtime regulations of the U.S. Fair Labor Standards Act

(e) = position is exempt from overtime regulations of the U.S. Fair Labor Standards Act

Classification and Pay Plan

<u>Pay Range (non-exempt/exempt)</u>	<u>Minimum</u>	<u>Mid-point</u>	<u>Maximum</u>
Group E (ne)	\$ 41,184.00	\$ 51,500.80	\$ 61,796.80
Accounting Clerk II			
Administrative Services Coordinator			
Circulation Supervisor			
Cross Connection Control Technician			
Equipment Operator III			
Grounds Specialist II			
Librarian I			
Municipal Codes Officer II			
Police Records Clerk II			
Public Safety Dispatcher II			
Sewer Rehabilitation Technician			
Utility Inspector I			
Vehicle Services Technician II			
Utility Programs Coordinator			
Group F - PS (ne)	\$ 46,134.40	\$ 56,492.80	\$ 66,872.00
Fire Engineer/Driver			
Police Officer II			
Group F (ne)	\$ 46,134.40	\$ 57,678.40	\$ 69,201.60
Building Inspector			
Engineering Technician I			
GIS Specialist I			
HR/Payroll Specialist			
Librarian II			
Planner I			
Utility Inspector II			
Group G - PS (ne)	\$ 51,667.20	\$ 63,273.60	\$ 74,880.00
None			
Group G (ne)	\$ 51,667.20	\$ 64,584.00	\$ 77,500.80
Building Inspector II			
City Recorder			
Engineering Technician II			
GIS Specialist II			
Library Services Supervisor			
Planner II			
Utility Compliance Supervisor			
Group H - PS (ne)	\$ 57,865.60	\$ 70,865.60	\$ 83,865.60
Fire Lieutenant			
Police Sergeant			
Police Detective			

(ne) = position is non-exempt from overtime regulations of the U.S. Fair Labor Standards Act

(e) = position is exempt from overtime regulations of the U.S. Fair Labor Standards Act

Classification and Pay Plan

<u>Pay Range (non-exempt/exempt)</u>	<u>Minimum</u>	<u>Mid-point</u>	<u>Maximum</u>
Group H (ne)	\$ 57,865.60	\$ 72,342.40	\$ 86,819.20
Accountant			
Chief Utility Inspector			
City Planner			
Financial Analyst			
Parks Maintenance Supervisor			
Recreation Services Coordinator			
Traffic Operations Coordinator			
Group I - PS (ne)	\$ 64,812.80	\$ 79,372.80	\$ 93,932.80
Battalion Chief			
Police Lieutenant			
Group I (e)	\$ 64,812.80	\$ 81,016.00	\$ 97,219.20
Chief Building Official			
Capital Projects Coordinator			
Computer/Network Technician (ne)			
ECD Supervisor			
Engineer (ne)			
GIS Coordinator (ne)			
Senior City Planner			
Operations Superintendent			
Group J - PS (e)	\$ 72,592.00	\$ 88,899.20	\$ 105,206.40
Division Chief-Fire Training Officer			
Division Chief-Fire Marshal			
Police Captain			
Group J (e)	\$ 72,592.00	\$ 90,750.40	\$ 108,888.00
Assistant Finance Director			
Community Relations Director			
Systems Administrator			
Group K - PS (e)	\$ 81,307.20	\$ 99,569.60	\$ 117,832.00
Assistant Police Chief			
Deputy Fire Chief			
Group K (e)	\$ 81,307.20	\$ 101,628.80	\$ 121,971.20
Assistant Water Services Director			
City Engineer			
Library Director			
Parks and Recreation Director			
Planning and Codes Director			
Group L (e)	\$ 91,062.40	\$ 113,838.40	\$ 136,593.60
Human Resources Director			
Public Works Director			
Technology Director			
Water Services Director			
Group M - PS (e)	\$ 101,982.40	\$ 124,904.00	\$ 147,804.80
Fire Chief			

(ne) = position is non-exempt from overtime regulations of the U.S. Fair Labor Standards Act

(e) = position is exempt from overtime regulations of the U.S. Fair Labor Standards Act

Classification and Pay Plan

<u>Pay Range (non-exempt/exempt)</u>	<u>Minimum</u>	<u>Mid-point</u>	<u>Maximum</u>
Police Chief			
Group M (e)	\$ 101,982.40	\$ 127,483.20	\$ 152,984.00
Finance Director			
Service Center Director			
Group N (e)	\$ 114,233.60	\$ 142,792.00	\$ 171,350.40
Assistant City Manager			
City Attorney			
Group O (e)			
City Manager	Annual Salary to be established by the Board of Commissioners each July 1		
Group P (ne)	\$ 9.00	\$ 11.00	\$ 13.00
Intern			

(ne) = position is non-exempt from overtime regulations of the U.S. Fair Labor Standards Act

(e) = position is exempt from overtime regulations of the U.S. Fair Labor Standards Act

Brentwood City Commission Agenda

Meeting Date: 06/22/2020

Resolution 2020-53 - Adopting the Non-Routine Work Plan for City Departments for Fiscal Year 2021

Submitted by: Holly Earls, Administration

Department: Administration

Information

Subject

Resolution 2020-53 - Adopting the Non-Routine Work Plan for City Departments for Fiscal Year 2021 (July 1, 2020 - June 30, 2021)

Background

As an integral part of budget deliberations, staff is requesting approval of the proposed non-routine work plan for Brentwood city government during fiscal year 2021 (July 1, 2020 - June 30, 2021). The work plans for the various departments as presented in the proposed FY 2021 budget document are attached for your review.

The purpose for this program is to obtain formal direction from the City Commission on specific projects and initiatives that staff should undertake during the next 12 months, with anticipated timetables for completion of work. With this plan in place, staff resources can be most effectively directed, while the Commission obtains a tool to better measure staff performance and accomplishments at year-end. The staff reviewed the proposed work plan items with the City Commission at the budget work session held on May 14, 2020. No revisions to the departmental work plans were suggested at the work session.

Please be advised that unanticipated challenges and issues will likely be encountered during the year and may require a redirection of staff efforts. When this happens, certain items may not be accomplished. However, this plan will give the Commission a baseline for making judgments as to the staff's overall success or failure in light of the current or changing conditions.

Please contact the City Manager if you have any questions.

Staff Recommendation

Staff recommends approval of the accompanying resolution.

Fiscal Impact**Attachments**

Resolution 2020-53

Non-Routine Work Plans

RESOLUTION 2020-53

**A RESOLUTION TO ADOPT THE NON-ROUTINE WORK PLAN SETTING FORTH
GOALS AND OBJECTIVES OF THE CITY OF BRENTWOOD FOR THE 2020-2021
FISCAL YEAR**

WHEREAS, the staff of the City of Brentwood has proposed a non-routine work plan for the 2020-2021 fiscal year setting forth such goals and objectives; and

WHEREAS, establishment of a work plan by the Board of Commissioners allows for more effective use of staff resources and provides the tools to better measure staff performance and the overall accomplishments of the City at year end; and

WHEREAS, the staff has reviewed the proposed work plan and received comments from the Board of Commissioners at a work session held on May 14, 2020.

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

SECTION 1. That the non-routine work plan setting forth goals and objectives for the fiscal year beginning July 1, 2020 and ending June 30, 2021 is hereby adopted as a guideline for Brentwood government.

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

MAYOR

Rhea E. Little, III

ADOPTED: _____

Approved as to form:

RECORDER

Holly Earls

CITY ATTORNEY

Kristen L. Corn

Finance

2020-2021 Non-Routine Work Plan

The Finance Department is proposing the following non-routine work items for fiscal year 2020-2021. The tasks reflect a continued emphasis on long-term planning and operational efficiencies.

1. IMPLEMENTATION OF NEW FINANCIAL MANAGEMENT SOFTWARE SYSTEM

Implementation of the new integrated Financial and Human Resource Software System is occurring in phases and will begin in FY 2021, requiring significant time commitments of staff and management. The core Financial Management System, which includes the general ledger, accounts payable, accounts receivable, purchasing, and cash receipting modules will be implemented beginning July 1, 2020. The Human Resource Management system, which includes the payroll processing and human resource modules, will be implemented in January 2021. We will continue to work closely with the software vendor and the Technology Department to implement the Utility Billing and Receivables module during FY 2022. This phased-in approach includes weekly status calls/meetings with the vendor's project manager, timely monitoring of the installation progress of each module through all stages, training of staff, and parallel running of the old and new software systems sufficient to show the data is being calculated correctly.

Target Date: June 30, 2021

2. BANKING SERVICES CONTRACT RFP

The City of Brentwood's banking contract with First Horizon Bank, formerly First Tennessee/Capital Bank will expire in October 2020. In late summer, the Finance Department will solicit proposals from banking institutions with offices located inside the city limits of Brentwood to provide depository and banking services to the City. Several criteria will be used to evaluate these proposals, including aggregate total net banking service cost, interest rates offered on City accounts, and ability to offer online banking services for funds transfer, wire transfers, account inquiry, stop payments and reconciliation features. In addition, the City will also require the banking institution to provide pricing for lock box services, a feature currently used to process utility payments, and online bill pay automation. Staff anticipates thoroughly reviewing the proposals and submitting a recommendation to the City Commission in October of this year.

Target Date: October 15, 2020

3. METER READING PROJECT - CUSTOMER PORTAL REVIEW

In FY 2020, customer utility meter sites throughout the City were converted to an Automated Meter Reading (AMI) system vastly increasing access to meter data. Finance staff will work jointly with the Water Services Department to select and deploy a customer portal software. This will allow water customers to access their individual accounts to view water usage information and set up automated alerts for various usage criteria which will aid the customer in preventing water loss through leakage and ultimately allow for better management of their water usage.

Target Date: December 31, 2020

Legal Services

2020-2021 Non-Routine Work Plan

A large portion of the work performed by the City's legal counsel is non-routine in nature. Typically, a significant amount of time is spent on matters that cannot be anticipated in advance. This is particularly true when the City is involved in litigation. Additionally, the need to advocate for or against proposed legislation when the Tennessee General Assembly is in session can divert staff's time from other functions. Accordingly, target dates for non-routine work projects are sometimes shifted to meet changing priorities. The following list includes both new projects and work that was begun in previous fiscal years.

1. EMINENT DOMAIN ACTIONS

The City has had to utilize eminent domain to acquire right of way for both the Franklin Road widening and the Sunset Road/Ragsdale Road intersection projects. This process involves filing a condemnation lawsuit against all parties who have an interest in the affected property. Typically, the court awards possession of the property rights needed for the project within a few weeks after the lawsuit is filed. The issue of the amount of compensation due to the owners is decided subsequently through settlement negotiations or court proceedings. The amount offered by the City is deposited with the court when the lawsuit is filed, and the court usually allows the owner to withdraw this amount while the matter is pending. While the City is represented by outside counsel in eminent domain matters, staff is involved in settlement negotiations and procedural strategy.

Target Date: Ongoing throughout the year

2. ONGOING MISCELLANEOUS ZONING ORDINANCE AMENDMENTS

Staff tracks needed changes to the zoning ordinance as issues arise or as regulations change to continuously improve our work processes and to enhance our service to the community. As time permits, staff works on ordinance amendments for various sections of the City's zoning ordinance. Prior to formal consideration, these amendments require initial feedback periods followed by work sessions with the Board of Commissioners and Planning Commission (and in some cases, the Board of Zoning Appeals).

Target Date: Ongoing throughout the year

3. REVIEW/UPDATE BRENTWOOD MUNICIPAL CODE RELATIVE TO PEDDLER AND SOLICITOR PERMITS AND REGULATION (JOINT EFFORT WITH POLICE DEPARTMENT)

The City's ordinances on peddlers and solicitors have not been updated since our Municipal Code was first published in 1978. Over the years, changes in business practices and case law have made some references in our Code outdated. Staff wishes to update these sections (specifically, Chapter 18, Articles III and IV) to ensure that the rights of those persons who may engage in solicitation within the City are secure while also protecting the City's residents from fraud, crime, and invasion of privacy when possible.

Target Date: January 31, 2021

Legal Services

2020-2021 Non-Routine Work Plan

4. REVIEW AND UPDATE AS NECESSARY THE CURRENT BUILDING PERMIT FEE STRUCTURE (JOINT EFFORT WITH THE PLANNING AND ENGINEERING DEPARTMENTS)

Periodically staff reviews the fees charged for various permit related activities. The intent is for the fees to reflect the level of effort and cost to provide each service. Another component of updating the fee structure is to survey fees charged by other municipal entities in the area for the same services. During the coming year staffs from Planning and Engineering will work together to update fees for building permit related activities to include grading permits. Typically, these fees include the cost of reviewing the submitted materials, issuance of the permit and follow-up inspections to ensure the work is performed in accordance with the approved plan.

Building permit fees (Section 14-72 & 120), which includes mechanical permit fees, Planning Commission case file review fees (Section 50-29) and Board of Zoning Appeals case review fees (Section 78-59) were last adopted by the Board of Commissioners pursuant to Ordinance 2017-06, which was adopted on April 24, 2017. Plumbing fees remained unchanged as part of the last review.

All these permit related activities will be reviewed, and any needed Municipal Code changes will be presented for approval.

Target Date: January 31, 2021

5. REVIEW AND CODIFY CHANGES TO CHAPTER 56 – TO ADDRESS REQUIREMENTS FOR NEW STORMWATER PERMIT EXPECTED LATER THIS YEAR (JOINT EFFORT WITH THE PLANNING AND ENGINEERING DEPARTMENTS)

The City anticipates receiving a new storm water permit from the Tennessee Department of Environment and Conservation (TDEC) during the coming year. The draft permit is currently in the public comment period. There is also legislation under consideration that may impact permit requirements and potentially affect the city's storm water and/or flood protection code. Staff from the Planning and Engineering Departments will coordinate with the Legal Department to ensure the new permit is reviewed, as well as any new legislation, and coordinate any needed changes to city code and procedures. Staff will also coordinate changes to processes required to comply with the new permit such as new stream assessment requirements and/or changes to stream buffers. The effort will also involve the appropriate revisions to the Subdivision Regulations which are included as Appendix A of the Zoning Ordinance.

Target Date: June 30, 2021

In addition to the projects described above, ongoing tasks to be handled will include the provision of routine legal support to the Board of Commissioners, other City boards, City Manager and staff; assistance in the coordination of meeting agendas for the Board of Commissioners; and the preparation and review of the City's ordinances, resolutions and contracts.

Technology

2020-2021 Non-Routine Work Plan

The Technology Department proposes the following as its goals and objectives for the non-routine work plan for the 2020-2021 fiscal year.

1. **NEW POLICE HEADQUARTERS TECHNOLOGY SETUP AND INSTALLATION**

The Technology department has been involved with the design team for the new Police Headquarters building to ensure all the technological needs of the Police Department will be met when they relocate and for many years to come. The department will be overseeing, configuring, and installing technology for the new facility including all the networking, wireless systems, security video system, servers, desktop computers, access control systems, and audio visual systems.

Target Date: March 31, 2021

2. **OFFSITE DATA AND OFFICE 365 BACKUP TO CLOUD STORAGE**

To keep the City's critical services up and running as part of a business continuity and disaster recovery plan, staff will create a fourth backup solution that will be hosted in the cloud using Microsoft's Azure cloud storage. This will provide an end-to-end business continuity and disaster recovery solution with unlimited scalability.

Target Date: September 30, 2020

3. **CAD SERVER CONSOLIDATION WITH WILLIAMSON COUNTY**

In 2017 the City purchased a new Computer Aided Dispatch (CAD) system to replace the 14 year-old system from TriTech (now CentralSquare Technologies). A major feature we required was an interface called Advanced CAD2CAD feature that would allow our CAD to talk to Williamson County's CAD system which is from the same vendor. The new CAD system has been working very well. However, the CAD2CAD interface was never completed due to problems with the interface software. As a result, the City has withheld 25% of the cost of the software.

Staff has now taken a different approach to getting real-time data between the two CAD systems. The original intent when we purchased CAD was to have one CAD system hosted at Williamson County and have an active standby CAD system hosted at Brentwood. We were told there were technical limitations that would not allow that design to work. Since then, CentralSquare has been implementing the initial design we desired with other customers, so we have been working with them to do proof of concept on our systems. If this is successful, we will move forward to a single CAD server solution with an active standby system.

Target Date: June 30, 2021

Technology

2020-2021 Non-Routine Work Plan

4. **CYBER AND NETWORK SECURITY CHANGES BASED ON THE FY19/20 SECURITY ASSESSMENT**

The Technology department is currently working with a company to conduct a strategic controls assessment to test current cybersecurity controls to validate effectiveness or identify weaknesses in the design and implementation of our security measures. This effort will also educate technology staff on an attacker's motivations and tactics for executing an attack. At the conclusion of the assessment, we will be provided with a final report and corresponding outbrief that will identify where controls were effective and/or ineffective, as well as potential business impacts and recommendations. Additionally, the consultant will work closely with the staff to identify cost-effective solutions that remediate identified weaknesses.

Target Date: June 30, 2021

5. **CONTINUE WORKING WITH DEPARTMENTS TO CREATE CUSTOM GIS DASHBOARDS USING ARCGIS PORTAL**

In 2019, ArcGIS Enterprise, formerly known as ArcGIS Portal, was successfully implemented. In 2020 GIS personnel started the process of migrating some of the current web applications into the new Enterprise system. Work will continue with departments this fiscal year to create customized GIS applications that are catered to specific departmental needs.

Target Date: April 30, 2021

6. **IMPLEMENT NEW SEMI-ANNUAL AERIAL PHOTOGRAPHY**

Since 2006, the City has been on a three-year cycle for aerial imagery acquisitions. In the past, the cost of this imagery has been in the range of \$40,000 per acquisition and has been a part of the Capital Improvements Plan. This fiscal year, the City will implement a new semi-annual aerial photography product that will be included in the annual operating budget. The NearMap Company will capture the Williamson County imagery two times a year, typically in January and August. Brentwood will receive one digital imagery file this year as well as a web service link that will contain the most up to date imagery. The cost also includes a feature webpage that will allow for the time lapse comparison of all previous Nearmap images with a swipe tool.

Target Date: March 31, 2021

Human Resources

2020-2021 Non-Routine Work Plan

The Human Resources Department proposes to undertake the following non-routine work projects for the 2020-2021 fiscal year.

1. **REPLACEMENT OF ACCESS CONTROL SYSTEM FOR CITY BUILDINGS**

The City uses an access control card system to assist with managing the physical security for access to City buildings and specific areas within buildings. This system also manages access and billing for copiers used by all departments. The basic components of an access control system are access cards, card readers, access control keypads, electric lock hardware and an access control server. The current system was installed in 2002 and can no longer be upgraded resulting in operational and maintenance limitations.

The Human Resources Department serves as a primary operator of the current Access Control System and controls the printing and distribution of access cards assigned to each individual authorized to access buildings and specific areas within City properties. The Technology Department has undertaken a work plan to replace the current Access Control System and this work plan involves the Human Resources Department working in conjunction with Technology staff to implement the updated system including: defining access work areas, installation of card readers, updating identification and issuing new access cards to individuals, and maintenance of appropriate records.

Target Date: August 31, 2020

2. **IMPLEMENT AUTOMATED TIME AND ATTENDANCE SYSTEM**

This work plan will involve implementing an automated time and attendance reporting system to streamline and improve accuracy of payroll processing. Currently reporting employee time and attendance for entry into the payroll system is a manual process requiring many staff hours to accurately report individual pay for each payroll cycle. City HR staff has investigated and analyzed several systems over the past few years. With the help of the City's IT staff and various other department heads we have agreed on a solution that is the best value for the City. It is offered by the Harris Corporation, the current payroll system vendor, and is called Time Clocks Plus. This system has a proven ability to interface with our current payroll system as well as the next generation payroll system to be implemented.

The primary advantage of an automated time and attendance system is the ability to automatically enter accurate exceptions to employees' normal work schedules and earnings into the payroll system. Examples include vacation, sick leave, overtime and compensatory time and the other various types of compensation that make up employees' pay checks. This system also has the ability for department heads and supervisors to automatically schedule work shifts, view employees leave balances in real time and make informed decisions regarding requests for overtime and time off. The system also has geofencing capabilities allowing employees the ability to clock in using their mobile devices if they are within a pre-determined proximity to their work location.

Target Date: June 2021

Community Relations

2020-2021 Non-Routine Work Plan

The City's Community Relations Department performs a large amount of work that is non-routine in nature. Since July 2016, a growing amount of time is dedicated toward daily media requests, social media updates, website management and video production. All these tasks require adequate time and effort spent gathering information and coordinating with various departments. Accordingly, target dates for non-routine work projects may sometimes shift to meet changing priorities. The following list includes our department goals and objectives for the non-routine work plan for the 2020-21 fiscal year.

1. GATEWAY PROJECT

The City currently has city entrance signs on Franklin Road at Church Street, the I-65 exit at Concord Road, and Wilson Pike south. A location has been identified for a sign on Concord Road at the eastern city limits and there has been discussion about the potential for a sign on Franklin Road south once the road widening project is completed in 2022. Also, the future planned redesign of the Moore's Lane I-65 interchange may offer additional opportunities for entrance signage. This project will enlist the services of a sign design company to develop entrance signage options for consideration and approval by the City Commission. Depending on final design choices, it is expected that planned FY 2021 funding of \$60,000 in the Capital Projects Fund will allow for initial implementation of new/replacement signage with future signage additions planned in future budgets.

Target Date: June 2021

2. PET FRIENDLY CITY INITIATIVES

In conjunction with the March 2020 certification of Brentwood becoming a Better Cities for Pets, this department will implement pet friendly events and city activities. Beginning with a pop-up dog park at the Summer 2020 concert series and a Pet Festival in the fall, we will look for other opportunities to allow pets to become more accepted at city events.

Target Date: Summer 2020 launch

3. CHANNEL 19/ BTV NEW POLICY

Over the past few years, Channel 19 has taken on a new look with the addition of the Tightrope Carousel system, moving from static PowerPoint information to more eye-catching graphics and videos. The channel has also transitioned to a new name of "BTV" and recently started broadcasting city commission meetings in high definition and closed captioning. The last time a programming policy was written for the city owned and operated cable access channel was in 1996. This department will research other cities policies and create an updated policy for BTV for City Commission consideration.

Target Date: January 2021

Planning and Codes

2020-2021 Non-Routine Work Plan

The following non-routine work projects for the Planning and Codes staff are proposed for Fiscal Year 2020-2021.

1. **DEVELOP A PROCEDURES MANUAL FOR THE NEW PERMITTING SOFTWARE TO INCLUDE BROCHURES AND SHORT “HOW TO” GUIDANCE PAPERS FOR USE BY CITIZENS AND BUILDERS**

With the approval by the Board of Commissioners of a new building permit and project review software system in FY 2020, Planning and Codes Department staff will develop a procedures manual detailing the use of each module and the procedures for issuing permits within the system. It is still expected that the software will be implemented before the end of FY 2020.

The manual will be used by existing and future staff to insure that established policies and procedures used in the issuance of all permits and the application of fees are followed in a consistent manner. The new system will allow for more online access options for builders and residents. Staff will develop appropriate informational resources to guide citizens and builders to maximize their utilization of the new system.

Target Date: April 15, 2021

2. **REVIEW AND CODIFY CHANGES TO CHAPTER 56 (JOINT EFFORT W/LEGAL AND PLANNING DEPARTMENTS)**

The city anticipates receiving a new storm water permit from the Tennessee Department of Environment and Conservation (TDEC) during the coming year. The draft permit is currently in the public comment period. There is also legislation under consideration that may impact permit requirements and potentially affect the city's storm water and/or flood protection code. Staff from the Planning and Engineering Departments will coordinate with the Legal Department to ensure the new permit is reviewed, as well as any new legislation, and coordinate any needed changes to city code and procedures. Staff will also coordinate changes to processes required to comply with the new permit such as new water quality measures and/or changes to stream buffers. The effort may also involve appropriate revisions to the Subdivision Regulations which are included as Appendix A of the Zoning Ordinance.

Target Date: June 30, 2021

3. **REVIEW AND UPDATE BUILDING PERMIT FEE STRUCTURE (JOINT EFFORT W/LEGAL AND PLANNING DEPARTMENTS)**

Periodically staff reviews the fees charged for various permit related activities. The intent is for the fees to reflect the level of effort and cost to provide each service. Another component of updating the fee structure is to survey fees charged by other jurisdictions in the area for the same services. During the coming year staffs from Planning and Engineering will work together to update fees for building permit related activities to include grading permits. Typically, these fees include the cost of reviewing the submitted materials, issuance of the permit and follow-up inspections to ensure the work is performed in accordance with the approved plan.

Planning and Codes

2020-2021 Non-Routine Work Plan

Building permit fees (Section 14-72 & 120), which includes mechanical permit fees, Planning Commission case file review fees (Section 50-29) and Board of Zoning Appeals case review fees (Section 78-59) were last adopted by the Board of Commissioners pursuant to Ordinance 2017-06, which was adopted on April 24, 2017. Plumbing permit fees remained unchanged as part of the last review.

All these permit related activities will be reviewed, and any needed Municipal Code changes will be presented for approval.

Target Date: January 31, 2021

4. **COORDINATE MISCELLANEOUS ZONING ORDINANCE AMENDMENTS (JOINT EFFORT W/LEGAL & PLANNING)**

Staff tracks needed changes to the zoning ordinance as issues arise or as regulations change to continuously improve our work processes and to enhance our service to the community. As time permits, staff works on ordinance amendments for various sections of the City's zoning ordinance. Prior to formal consideration, these amendments require initial feedback periods followed by work sessions with the Board of Commissioners and Planning Commission (and in some cases, the Board of Zoning Appeals).

Target Date: Various completion dates during the fiscal year

Police

2020-2021 Non-Routine Work Plan

The Police Department proposes the following as its goals and objectives for the non-routine work plan for the 2020-2021 fiscal year.

1. **IMPLEMENT SCHEDULING SOFTWARE**

The Police Department proposes to implement a scheduling module (Advance Scheduler) that will interface with the City's proposed new time management software (Time Clock Plus). This software will make personnel scheduling more efficient and accessible through the internet. The software will also integrate with payroll to make reporting employee time more efficient as well.

Target Date: October 31, 2020

2. **REVIEW/UPDATE BRENTWOOD MUNICIPAL CODE RELATIVE TO PEDDLER AND SOLICITOR PERMITS AND REGULATION (JOINT EFFORT WITH CITY ATTORNEY)**

The City's ordinances on peddlers and solicitors have not been updated since our Municipal Code was first published in 1978. Over the years, changes in business practices and case law have made some references in our Code outdated. Staff wishes to update these sections (specifically, Chapter 18, Articles III and IV) to ensure that the rights of those persons who may engage in solicitation within the City are secure while also protecting the City's citizens from fraud, crime, and invasion of privacy when possible.

Target Date: January 31, 2021

3. **DEPARTMENT RELOCATION AND GRAND OPENING OF POLICE HEADQUARTERS/50TH ANNIVERSARY OF POLICE DEPARTMENT**

The grand opening of the new Police Headquarters is scheduled to occur in the Spring of 2021. The grand opening will coincide with the 50th Anniversary of the Police Department. Staff will continue to monitor the construction project timeline and develop a transition plan for relocation of all department personnel except dispatch, which is not scheduled to relocate until FY 2022. As part of this departmental relocation, staff will plan a grand opening/ribbon cutting ceremony upon completion of the building, coupled with a celebration of the department's 50th anniversary.

Target Date: May 1, 2021

Fire and Rescue

2020-2021 Non-Routine Work Plan

The Fire and Rescue Department proposes the following as its goals and objectives for the non-routine work plan for the 2020-2021 fiscal year.

1. **UNDERTAKE A PROCESS TO CREATE THE 2020-2025 STRATEGIC PLAN**

In the spring of 2010, The Brentwood Fire & Rescue Department contracted with the Center for Public Safety Excellence Technical Advisor Program (TAP) for the facilitation of a Community Driven Strategic Plan. This process resulted in our department's first comprehensive strategic plan. In 2015, that same process was conducted internally without the use of TAP. That plan has continued to guide the organization by providing long-term direction and focus while serving as the foundation for forecasting and prioritizing during the budget process.

In FY 2021, the department will again undertake a process to update the plan. The community-driven model will again be followed, and the process will use subject matter experts from within the department. Members of the community, as well as numerous department members from all ranks and seniority levels, will take part in this activity. The resulting 2020-2025 Strategic Plan will be formally adopted in October.

Target Date: November 30, 2020

2. **IMPLEMENT PAPERLESS DOCUMENTATION OF VARIOUS DEPARTMENTAL ACTIVITIES**

While the Fire & Rescue Department (BFR) has relied upon computer programs and databases to complete reports and document various tasks for some time, many activities still require recording information on paper and then later entering the data into a station computer. In FY 2017, BFR transitioned to a web-based records management system (RMS) with various modules that enable our personnel to import and access information remotely. The department has spent the past three years building those modules, or tabs, to document virtually all daily activities including incident reports, hydrant maintenance, apparatus checklists, inspection reports, etc. In FY 2021, BFR will complete build-out of the necessary modules and purchase, implement, and train personnel on the use of hardened iPads for recording activities in directly onto the RMS with the goal of moving toward paperless processes, enhancing accuracy, and reducing redundancy.

Target Date: December 31, 2020

3. **PLANNING AND DEVELOPMENT OF A NEW FIRE STATION FACILITY**

Funding is provided in the FY 2021 CIP for initial design work for Fire Station #5. In early FY 2021, the Fire & Rescue Department will conduct a selection process for an architect. In addition, the Department will identify and task an internal facility design team, comprised of personnel from all ranks, to work alongside the selected architect to develop the basic specifications for a facility that will fit the needs of both the department and community while fitting within the site's available building area. These specifications will include ideas for preferred floor plan(s), features, finishes, and technologies with efforts directed at reduced response times, enhanced firefighter health and safety, and cost efficiency.

Target Date: June 30, 2021

Public Works

2020-2021 Non-Routine Work Plan

The Public Works Department proposes the following as its goals and objectives for the non-routine work plan for the 2020-2021 fiscal year.

1. **IMPLEMENTATION OF AIRBURNER SYSTEM FOR BRUSH COLLECTION DISPOSAL**

In a continued effort to look for ways to improve efficiency and reduce long-term costs, the Public Works Department is recommending the acquisition of an AirBurner S-220 organic waste destructor box. This effort will require obtaining a TDEC permit for operation of this portable unit at 1750 General George Patton Drive, the procurement process, site prep and set-up, and staff training on the appropriate and safe operation of the AirBurner. This recommendation will provide a significant improvement in our brush collection efficiency combined with a 1-2 year (depending on volume of debris collected) return on investment. The ability to handle our debris internally will give us more control over our disposal of debris, while drastically reducing our annual landfill/chipping disposal fees. Additionally, it will significantly improve the efficiency of two grapple trucks by eliminating their multiple trips to Nashville to dump collected raw material. With full implementation of this unit, additional operational efficiencies can be achieved with further transition of the fleet to additional grapple trucks.

Target Date: February 2021

2. **IMPLEMENT IPAD TECHNOLOGY IN THE PUBLIC WORKS DEPARTMENT**

In FY 2020, the Public Works Department procured a work order management software system, iWorQ, with quick success. As of April 1, 2020, we have logged 3,709 work orders of different types. This system allows us to organize work address, work types, crew members, equipment/inventory used, as well as any resident contact information. Furthermore, we can upload pictures, documents, and receipts to specific work orders for long-term record keeping and expense tracking. Currently the crews continue to fill out paperwork order slips which are then returned to the office for data entry. While we have made tremendous strides towards improvement, the next logical step is to add a half dozen iPad devices to the department. Staff will be trained on the appropriate use of these devices for work order documentation in the field. This will not only allow us real-time information, it will drastically reduce our dependency on paper, while most importantly reducing the workload of data entry on front office staff.

Target Date: November 2020

3. **DEVELOP A STREET SWEEPER ROUTE/SCHEDULE FOR IMPLEMENTATION WITH A STREET SWEEPER**

While it is understood that the purchase of a street sweeper for the Public Works Department may succumb to necessary budget cuts in light of an unexpected economic downturn in the Spring of 2020, we believe that the planning effort necessary to develop a sweeper route and schedule is still a worthwhile endeavor at this time. The Public Works Department has demonstrated the need for this type of equipment to be added to our fleet, as well as the benefits of an improved street sweeping program in Brentwood. The eventual procurement of a street sweeper will require an organized route and schedule to most efficiently provide fair and equitable service to the entire community. Furthermore, a schedule

Public Works

2020-2021 Non-Routine Work Plan

will allow us to post the goals and expectations of this program on our website when appropriate, to provide information to the citizens regarding this service.

Target Date: April 2021

4. **STORM WATER CULVERT INSPECTION AND RANKING PROJECT**

Staff has identified aging corrugated metal storm drainage pipes under roadways as a growing maintenance concern given many of these pipes have met or exceeded their life expectancy. During FY 2021, the Public Works Department is proposing to undertake an effort to inspect these pipes and develop a repair prioritization report. It is anticipated that this project would be undertaken using outside consulting assistance. Public Works would provide GIS data and maps of the drainage features to facilitate inspection at the inlet and outlet end of these pipes. This inspection would then catalog attribute data at each location that can be used in developing a ranking of future repair priorities. The list of priorities would then be used for planning and budgeting efforts over the next several years to begin a more aggressive rehabilitation and replacement program.

Target Date: October 2021

Engineering

2020-2021 Non-Routine Work Plan

The Engineering Department proposes the following as its goals and objectives for the non-routine work plan for the 2020-2021 fiscal year.

1. **COORDINATION OF VARIOUS CIP ROADWAY AND PEDESTRIAN PROJECTS**

Brentwood has a number of roadway, sidewalk, ADA, and multiuse path projects included in the Capital Improvements Program (CIP). Oversight of the major CIP transportation projects has shifted to the Engineering Department. Staff will coordinate with design engineers, contractors, and TDOT (where applicable) to ensure the projects are appropriately designed and constructed. This effort will also include considerable communication with affected residents along the impacted corridors.

Target Date: Various Completion Dates Throughout FY 2021

2. **REVIEW AND CODIFY CHANGES TO CHAPTER 56 (JOINT EFFORT W/LEGAL AND PLANNING DEPARTMENTS)**

The city anticipates receiving a new storm water permit from the Tennessee Department of Environment and Conservation (TDEC) during the coming year, the draft permit is currently in the public comment period. There is also legislation under consideration that may impact permit requirements and potentially affect the city's storm water and/or flood protection code. Staff from the Planning and Engineering Departments will coordinate with the Legal Department to ensure the new permit is reviewed, as well as any new legislation, and coordinate any needed changes to city code and procedures. Staff will also coordinate changes to processes required to comply with the new permit such as new water quality measures and/or changes to stream buffers.

The effort may also involve appropriate revisions to the Subdivision Regulations which are included as Appendix A of the Zoning Ordinance.

Target Date: June 2021

3. **REVIEW AND UPDATE BUILDING PERMIT FEE STRUCTURE (JOINT EFFORT W/LEGAL AND PLANNING DEPARTMENTS)**

Periodically staff reviews the fees charged for various permit related activities. The intent is for the fees to reflect the level of effort and cost to provide each service. Another component of updating the fee structure is to survey fees charged by other municipal entities in the area for the same services. During the coming year staffs from Planning and Engineering will work together to update fees for building permit related activities to include grading permits. Typically, these fees include the cost of reviewing the submitted materials, issuance of the permit and follow-up inspections to ensure the work is performed in accordance with the approved plan.

Building permit fees (Section 14-72 & 120), which includes mechanical permit fees, Planning Commission case file review fees (Section 50-29) and Board of Zoning Appeals case review fees (Section 78-59) were

Engineering

2020-2021 Non-Routine Work Plan

last adopted by the Board of Commissioners pursuant to Ordinance 2017-06, which was adopted on April 24, 2017. Plumbing fees remained unchanged as part of the last review.

All these permit related activities will be reviewed, and any needed changes will be presented for Commission approval.

Target Date: January 31, 2021

4. **COORDINATE MISCELLANEOUS ZONING ORDINANCE AMENDMENTS (JOINT EFFORT W/LEGAL & PLANNING)**

Staff notes needed changes to the zoning ordinances as issues come up or as regulations change to continuously improve our work processes and to enhance the community. As time permits, staff works on ordinance amendments for various sections of the City's Zoning Ordinance. Prior to formal consideration, these amendments require initial feedback periods followed by work sessions with the Board of Commissioners and Planning Commission (and in some cases, the Board of Zoning Appeals.)

Target Date: Various completion dates during the fiscal year

Parks and Recreation

2020-2021 Non-Routine Work Plan

The following Parks and Recreation Department non-routine goals and objectives are proposed for fiscal year 2020-2021.

1. CIP PROJECTS

The Department will oversee several smaller upgrade and maintenance related projects within the Capital Improvements Program. They include the following:

Crockett Park

Replacement of bleachers & soccer goals

Granny White Park

Basketball resurfacing

Replacement of sideline netting

Lighting system replacement at tennis courts

Replacement of bleachers

Planning for inclusive playground

Tower Park

Drainage improvements behind restrooms

Improvement to Miss Peggy's bark park

Maryland Way Park

Plaza connection to park

Deerwood Arboretum

Installation of heaters in restroom

River Park

Replacement of playground mulch

Repair of restroom eaves

Replacement of restroom door frames

Replacement of basketball backboards

Basketball resurfacing

Windy Hill Park

Fence installation

Landscape planting

Smith Park

Maintenance Barn

Target Dates: Ongoing through June 30, 2021

2. UPDATE FY 2022-2027 CAPITAL IMPROVEMENTS PLAN PROJECTS

The Department will update related projects within the Capital Improvements Program. It has been a couple of years since future project costs were updated and projects reprioritized.

Target Date: Ongoing through January 31, 2021

3. INCLUSIVE PLAYGROUND PLANNING AND PRELIMINARY DESIGN

The Department will begin the planning and preliminary design process for the proposed inclusive playground within Granny White Park. As part of that process the department will select a civil engineer to assess site issues at the Granny White Park playground and develop preliminary site design plans. The department will also work with the Rotary Club as needed on fundraising efforts. The goal is to have the planning completed during FY 2021 and ready for construction in FY 2022, subject to a successful private fundraising campaign.

Target date: Ongoing through June 30, 2021

Public Library

2020-2021 Non-Routine Work Plan

The Library proposes the following as its goals and objectives for the non-routine work plan for the 2020-2021 fiscal year.

1. CONTINUATION OF HOLT FUNDS IMPROVEMENT PROJECTS

The John P. Holt Brentwood Library and the City of Brentwood completed a survey in November 2018 to collect suggestions on the best use of the “Holt funds.” The responses were analyzed for those that will have the largest positive impact on the community. Two projects, including upgrades to wireless internet infrastructure and acquisition of more functional furniture in the Children’s Library, are either completed or underway. Remaining focus areas include (in no specific order): a) solar panels; b) a coffee shop or kiosk; c) furniture upgrades or replacements in the main room to provide more seating while preserving privacy; and d) potential development of a mixed-use room and a new space for the Brentwood Room that would include interactive history displays. After initial discussion of these ideas with the City Commission, Library staff, the Library Board, and the Friends of the Library, Library Staff will continue research and further development of project plans and proposals for final funding authorization by the City Commission during FY 2021.

Target Date: May 31, 2021

2. BRICKS AND BOOKS: A HISTORY OF THE JOHN P. HOLT BRENTWOOD LIBRARY

The John P. Holt Brentwood Library has a rich history of community support. As the community has changed, so has the Library. The Library would demonstrate what we have been and what we are to the community by a) highlighting the Library’s past and present on Library software; b) engage all Brentwood schools in a bookmark contest where students will illustrate what they like most about our Library; and c) using the bookmarks as part of a final lobby display during National Library Week in April. The webpage would be both visually appealing with a montage of photos, as well as providing links to podcasts that capture oral memories from the people who were here during that time. The Library, which has existed in three different locations, reflects the community’s growth, while being part of our City’s tradition and history; it also symbolizes our City’s culture and priorities.

Target Date: May 31, 2021

Water Services

2020-2021 Non-Routine Work Plan

The Water Services Department proposed to undertake the following projects in the 2020-2021 fiscal year.

1. **IMPLEMENTATION OF THE SEWER REHABILITATION PROGRAM'S POST-CORRECTIVE ACTION PLAN**

For FY 2021, work associated with the Post-CAP Sewer Rehabilitation Plan will be initiated by staff with assistance from the department's consulting engineers, BARGE Design Group. This next phase of rehabilitation anticipates the start of rehabilitation projects outlined in the Post-CAP rehabilitation plan, updated annually based on results of flow monitoring analysis, closed-circuit television and field inspections. The Post-CAP plan will prioritize funding of projects in future years to reduce stormwater inflow and infiltration into the sewer system and subsequently size future storage based on the effectiveness of the rehabilitation program.

Target Date: Ongoing

2. **UPDATE WATER SUPPLY MASTER PLAN INCLUDING PLANNING FOR LONG-TERM WHOLESALE WATER SUPPLY AGREEMENT**

The department's Water System Master Plan was originally developed in 2008 and is periodically updated and used as a guidance document in evaluating existing water system infrastructure, its ability to meet future growth projections, and assess system usage patterns and long-range water supply planning. In FY 2021, staff will be working with its consultant to analyze changes in customer demand patterns, long-range supply alternatives and regulatory changes to develop strategies for future wholesale supply purchases and capital project planning.

Target Date: June 2021

3. **PERFORM A WATER AND SEWER COST OF SERVICE ANALYSIS**

In 2015, the City Commission authorized development of the Water and Sewer Fund long-range financial plan for evaluating rates. The resulting plan established adjustments to water and sewer rates annually through FY 2021. Therefore, included in the upcoming fiscal year, the Water Services Department, along with support of the Finance Department, will be seeking assistance from a qualified rate consultant to perform an updated cost of service study for future years. The purpose of the analysis will be to evaluate the cost of providing service to the various customer classes and evaluate the current rate structure and revenue requirements. Given that the City's water and sewer customer bases are not identical, it is important that the rate structure for each service be self-sustaining. Any proposed adjustments to the rate schedule will be subject to approval by the Board of Commissioners.

Target Date: April 1, 2021

Water Services

2020-2021 Non-Routine Work Plan

4. **UPDATE WATER & SEWER CONSTRUCTION STANDARDS & TECHNICAL SPECIFICATIONS FOR TDEC APPROVAL**

Every three years, TDEC requires each utility to submit water and sewer construction standard specifications for their review and approval. The purpose of the standards manual is to provide general design, planning and construction guidance to owners, their representative engineers and contractors when designing and constructing new water and sewer facilities. The standards also streamline, standardize and update the materials utilized in the City of Brentwood's water and sewer system and the procedures followed when installing, inspecting and testing those materials. Accordingly, the department will be updating this document and submitting to TDEC for approval this calendar year.

Target Date: December 2020

Brentwood City Commission Agenda

Meeting Date: 06/22/2020

Resolution 2020-54 A Resolution Authorizing Changes to the OSRD Development Plan for the Brentwood Country Club Subdivision

Submitted by: Jeff Dobson, Planning & Codes

Department: Planning & Codes

Information

Subject

Resolution 2020-54 requests approval of modifications to the improvements within the permanent open space for the Brentwood Country Club Subdivision.

Background

The attached resolution requests approval of minor modifications to the OSRD Development Plan for the Brentwood Country Club subdivision. The proposed revisions relate to modifications to the recreation improvements at the amenity center located 5123 Country Club Drive.

At its June 1, 2020 meeting the Brentwood Planning Commission voted unanimously (10-0) to approve a revised preliminary site plan for the amenity area at the Brentwood Country Club. The plan proposes the following changes:

1. Construction of a small splash pad located northeasterly of the existing kiddie pool, and
2. Replacement of approximately 400 feet of the existing chain link fence along the rear project boundary to the rear of the existing maintenance area with an eight foot tall wooden privacy fence.

No other changes are proposed to the plan.

As part of the review, the Planning Commission also recommended approval of the proposed modifications to the Board of Commissioners.

Because the proposal requests an alteration in the recreation improvements within the permanent open space, approval by the Board of Commissioners of the corresponding revisions to the OSRD Development Plan is necessary in accordance with the requirements of Section 78-185(b) of the Municipal Code.

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

Staff Recommendation

Staff recommends approval of Resolution 2020-54.

Fiscal Impact

Attachments

Resolution 2020-54

Approved OSRD Dev. Plan -- 1-2020

Proposed Amenity Area Plans

RESOLUTION 2020-54

A RESOLUTION OF THE CITY OF BRENTWOOD, TENNESSEE TO APPROVE AN ALTERATION TO THE OSRD DEVELOPMENT PLAN FOR THE BRENTWOOD COUNTRY CLUB SUBDIVISION, TO ALLOW FOR MODIFICATIONS TO THE EXISTING RECREATION IMPROVEMENTS WITHIN THE PERMANENT OPEN SPACE FOR THE SUBDIVISION

WHEREAS, Section 78-185(b) of the Code of Ordinances of the City of Brentwood, Tennessee requires that 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 homeowner's association of the Brentwood Country Club have authorized an alteration to the OSRD Development Plan for the subdivision, to include modifications to the improvements within the permanent open space, at the amenity area, located at 5123 Country Club Drive; and

WHEREAS, the changes involve construction of a small splash pad, located northwesterly of the existing Kiddie pool and replacement of approximately 400 linear feet of chain link fencing with an eight foot tall wooden privacy fence; and

WHEREAS, the Brentwood Planning Commission has recommended that the Board of Commissioners approve the proposed changes to the OSRD Development Plan for the project.

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

SECTION 1. That an alteration to the OSRD Development Plan modifying the improvements within the permanent open space for the project is hereby approved, 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.

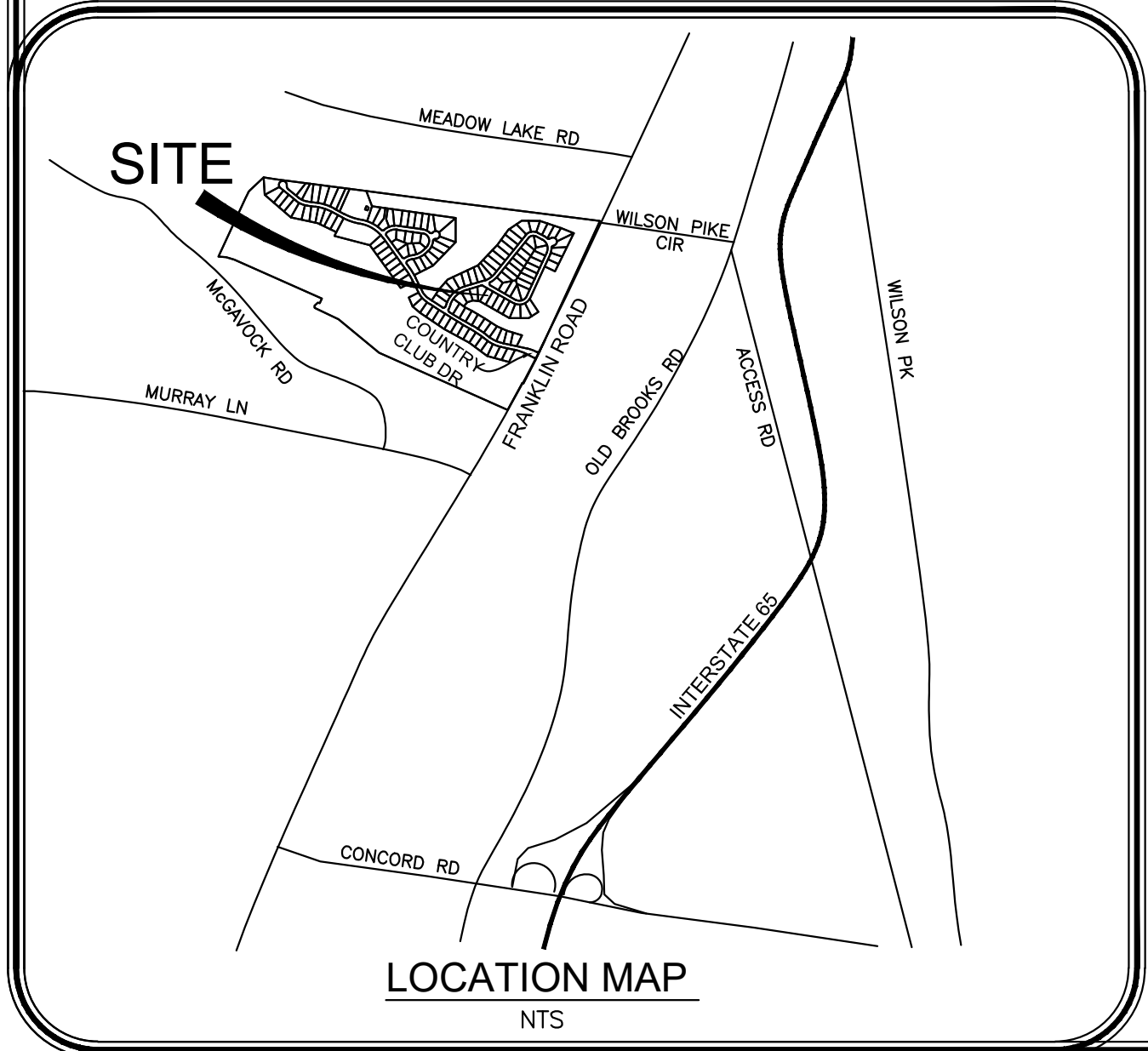
MAYOR Rhea E. Little III

ADOPTED: _____

Approved as to form:

RECORDER Holly Earls

CITY ATTORNEY Kristen L. Corn



OVERALL OSRD Calculations		Acres
Total Site Area		180.27
Less Internal ROW Dedication		30.50
Total		149.77
Less Area 25% in slopes		1.90
Plus 25% of Slopes over 25%		0.48
Less Area Floodways		15.79
Plus 25% of Areas in Floodways		8.95
Total Usable Land Area (AC)		141.50
Less Area in Lots > 1.0 Acre		0.00
Total Land Area Available		141.50
Total Land Area Required @ 1 DU/PA (AC)		130.00
Land Area in Lots		53.58
Open Space Required		85.42
Plus Area Goller's Easement		15.89
Total Open Space Required		99.31
Golf Course (Open Space)		111.02
Open Space - Clubhouse, Rec. Ctr.		5.17
Total Open Space Provided		116.19
EXCESS OPEN SPACE		16.88

The Goller's Easement, as shown on the recorded plat is included as part of the required open space for the project.

LEGEND

G = GOLF COURSE AREA
OS = OPEN SPACE AREA
H = HISTORICAL AREA

- SLOPE OVER 25%
- GOLF COURSE
- OPEN SPACE
- FLOODWAY

LEGEND

- CONCRETE MONUMENT (OLD)
- FIRE HYDRANT
- WATER VALVE
- WATER METER
- SIAMENSE WATER CONNECTION
- POST INDICATOR VALVE
- CATCH BASIN
- STORM MANHOLE
- ELECTRIC MANHOLE
- SANITARY SEWER MANHOLE (UNLESS OTHERWISE NOTED)
- LIGHT STANDARD
- YARD LIGHT
- ELECTRIC BOX
- BOLLARD
- SIGN
- GAS VALVE
- ASPHALT SURFACE
- UTILITY POLE
- TELEPHONE RISER
- CABLE TV BOX
- OVERHEAD POWER LINE
- SANITARY SEWER LINE
- GAS LINE
- WATER LINE
- UNDERGROUND ELECTRIC LINE
- UNDERGROUND TELEPHONE LINE
- FENCE
- TOP OF CASTING
- INVERT
- ELEVATION
- FINISHED FLOOR ELEVATION
- SPOT ELEVATION
- REINFORCED CONCRETE PIPE
- REGISTER'S OFFICE FOR DAVIDSON COUNTY, TN

GENERAL NOTES AND SITE DATA (STANDARD OSRD)

- SUBJECT PROPERTY CONSISTS OF:
 - PARCEL REFERENCES FOR RESIDENTIAL: LOTS 1-15, 17-86, 88-139
 - PARCEL REFERENCES FOR GOLF COURSE OPEN SPACES AND AMENITY LOTS: LOTS 143 AND 144
- PROPERTY OWNERS: BRENTWOOD COUNTRY CLUB.
- EXISTING ZONING: OSRD (OPEN SPACE RESIDENTIAL DEVELOPMENT).
- GROSS SITE AREA: 180.17 ACRES.
- BOUNDARY INFORMATION TAKEN FROM PLATS OF RECORD.
- TOPOGRAPHIC INFORMATION TAKEN FROM CITY OF BRENTWOOD MAPS.
- NUMBER OF PROPOSED LOTS: 146.
- PROPOSED DENSITY: 139/180.27 = 0.77 DU./ACRE.
- MAXIMUM BUILDING COVERAGE OF PROPOSED LOTS: 25%.
- EACH PROPOSED LOT SHALL PROVIDE A MINIMUM OF TWO OFF-STREET PARKING SPACES.
- MINIMUM BUILDING SETBACKS:
 - FRONT - 30'
 - SIDE - 15'
 - REAR - 20'
 - ABUTTING PROJECT PERIMETER - 35'
 - ABUTTING MEADOW LAKE SUBDIVISION - 75'
- ALL ELECTRIC SERVICE FOR THE PROPOSED DEVELOPMENT SHALL BE UNDERGROUND. ALL PUBLIC UTILITIES SHALL BE SUBJECT TO THE APPROVAL OF THE APPLICABLE UTILITY COMPANIES.
- LOTS DESIGNATED AS TRANSITIONAL SHALL REQUIRE DETAILED SITE AND GRADING PLANS REVIEW BY THE CITY ENGINEER PRIOR TO ISSUANCE OF A BUILDING PERMIT.
- GOLF GREENS AND GOLF CART PATH LOCATIONS ARE APPROXIMATE AND SUBJECT TO REVISION.
- THIS SITE PLAN IS SUBJECT TO A THREE YEAR VESTING PERIOD, DURING WHICH THE DEVELOPMENT STANDARDS IN EFFECT ON THE DATE OF APPROVAL WILL REMAIN THE STANDARDS APPLICABLE TO THIS PLAN. IF CONSTRUCTION IS NOT COMPLETED DURING THE FIRST THREE YEARS, THE ORIGINAL SITE PLAN IS CONSIDERED A PRELIMINARY SITE PLAN AND THE APPLICANT MUST OBTAIN APPROVAL OF A FINAL SITE PLAN, DEVELOPMENT OF THE PROPERTY SHOWN ON THIS PLAN MAY BE SUBJECT TO STANDARDS OTHER THAN THOSE THAT WERE APPLICABLE DURING THE VESTING PERIOD. THE INITIAL VESTING PERIOD FOR THIS PLAN EXPIRES ON AUGUST 6, 2021, UNLESS REVISED BY THE CITY OF BRENTWOOD TO DETERMINE IF THIS PLAN AFTER SAID DATE, SHOULD CONTACT THE CITY OF BRENTWOOD TO DETERMINE IF DEVELOPMENT MAY CONTINUE AS DEPICTED ON THE PLAN.

11/04/19 - THE PURPOSE OF THIS REVISION IS TO REVISE THE GOLLERS EASEMENT AND REAR SETBACK LINE ON LOT 96.

LOT AREA TABLE

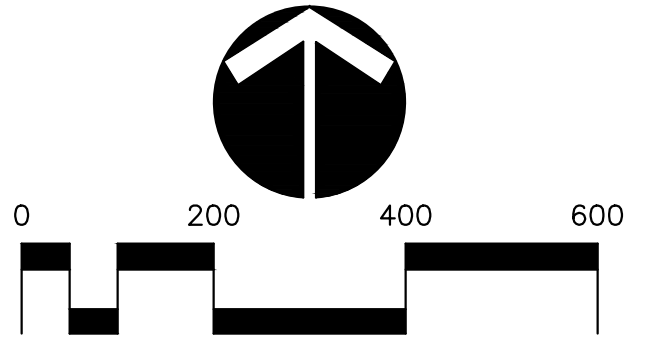
LOT	SQ. FT. +/-	ACRES +/-	LOT	SQ. FT. +/-	ACRES +/-	LOT	SQ. FT. +/-	ACRES +/-
1	15405	0.35	49	19106	0.44	97	18851	0.43
2	14889	0.34	50	17930	0.41	98	15070	0.35
3	14943	0.34	51	17980	0.41	99	18400	0.42
4	14036	0.32	52	17633	0.40	100	15000	0.34
5	14101	0.32	53	17245	0.40	101	18432	0.42
6	14114	0.32	54	17446	0.40	102	17833	0.41
7	14010	0.32	55	18014	0.41	103	21298	0.49
8	14183	0.33	56	18583	0.43	104	16020	0.37
9	14558	0.33	57	15626	0.36	105	19547	0.45
10	14952	0.34	58	15505	0.36	106	19441	0.45
11	15003	0.34	59	16493	0.38	107	14161	0.33
12	14758	0.34	60	16231	0.37	108	14818	0.34
13	14608	0.34	61	15147	0.35	109	14277	0.33
14	14474	0.33	62	16079	0.37	110	14101	0.32
15	31083	0.71	63	15897	0.36	111	15059	0.35
16	15416	0.35	64	16288	0.37	112	14337	0.33
17	14014	0.32	65	14297	0.33	113	14470	0.33
18	14246	0.33	66	16917	0.39	114	14165	0.33
19	14181	0.33	67	14332	0.33	115	14126	0.32
20	14656	0.34	68	14055	0.32	116	17789	0.41
21	15068	0.35	69	14960	0.34	117	16733	0.38
22	14874	0.34	70	15072	0.35	118	16150	0.37
23	14963	0.35	71	16948	0.39	119	16150	0.37
24	14141	0.32	72	15069	0.35	120	16150	0.37
25	14583	0.33	73	14998	0.34	121	16150	0.37
26	14358	0.33	74	14310	0.33	122	16150	0.37
27	15095	0.35	75	14009	0.32	123	15205	0.35
28	14110	0.32	76	14007	0.32	124	16442	0.38
29	14151	0.32	77	14001	0.32	125	18098	0.42
30	14608	0.34	78	13996	0.32	126	15398	0.35
31	16149	0.37	79	14115	0.32	127	15091	0.35
32	16150	0.37	80	13963	0.32	128	16577	0.38
33	16148	0.37	81	13873	0.32	129	17106	0.39
34	14247	0.33	82	14501	0.33	130	21155	0.49
35	17141	0.39	83	17801	0.41	131	19004	0.45
36	17648	0.41	84	18574	0.43	132	16949	0.39
37	18648	0.43	85	19605	0.45	133	16749	0.38
38	16890	0.39	86	16858	0.39	134	21744	0.50
39	14141	0.32	87	18502	0.42	135	30760	0.71
40	14006	0.32	88	14033	0.32	136	26643	0.61
41	15867	0.36	89	13999	0.32	137	24021	0.55
42	20965	0.48	90	14092	0.34	138	23786	0.55
43	18237	0.42	91	14888	0.34	139	28575	0.66
44	14066	0.32	92	18814	0.43	140	24162	0.55
45	14158	0.33	93	17807	0.41	141	23315	0.54
46	14036	0.32	94	17807	0.41	142	23315	0.54
47	15105	0.35	95	36335	0.83			
48	15105	0.35	96	34449	0.79			

TOTAL NO. OF LOTS		
139	2333964	53.58

OPEN SPACE TABLE

OS LOT	SQ. FT. +/-	ACRES +/-
143	114137	2.62
144	110935	2.55
A	3239920	74.38
B	1596172	36.64
	5061164	116.19

UTILITY PROVIDERS:
ELECTRICITY: NASHVILLE ELECTRIC SERVICE (615) 736-6900
WATER AND SEWER: MR. CHRIS MILTON CITY OF BRENTWOOD (615) 371-2241
NATURAL GAS: ATMOS ENERGY CORPORATION (615) 794-2596
TELEPHONE: AT&T (615) 269-6563



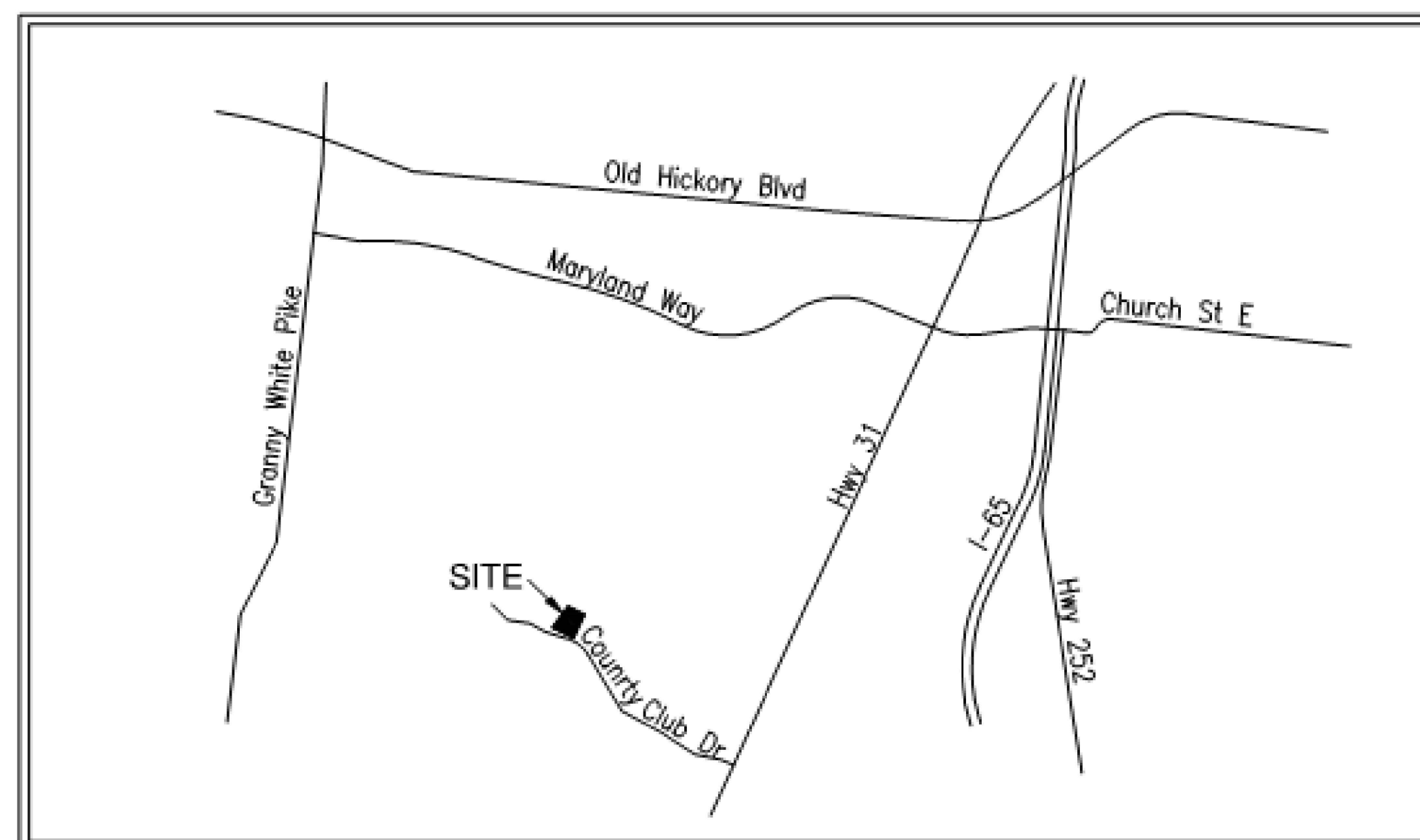
OSRD PLAN FOR BRENTWOOD COUNTRY CLUB

DATE: November 4, 2013
DESIGNED: K. Guenther
DRAWN: D. Kriham
SCALE: 1"=200'
JOB NO: WK. ORDER
13-060
9781

OSRD PLAN

REVISION TO PRELIMINARY OSRD PLAN BRENTWOOD COUNTRY CLUB SPLASH PAD AND FENCE REPLACEMENT MAY 19TH, 2020

VICINITY MAP - NOT TO SCALE



PROPERTY INFORMATION

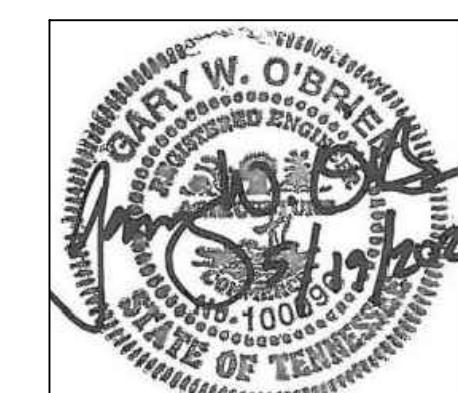
MAP 012L
GROUP C
PARCEL 02100

SHEET INDEX:

	SURVEY
C100	DEMOLITION PLAN
C200	SITE PLAN
C210	SITE DETAILS
C300	GRADING PLAN
C400	SWPPP PLAN
C410	SWPPP DETAILS
C500	UTILITY PLAN
C510	UTILITY DETAILS
C600	FENCE REPLACEMENT PLAN



CIVIL ENGINEER
INGRAM CIVIL ENGINEERING
212 OVERLOOK CIRCLE, SUITE 105
BRENTWOOD, TN 37027
OFFICE: 615-370-7964
ENGINEER OF RECORD: GARY W. OBRIEN, P.E.
CONTACT: GARY W. O'BRIEN, P.E.
EMAIL: GOBRIEN@INGRAMCIVIL.COM



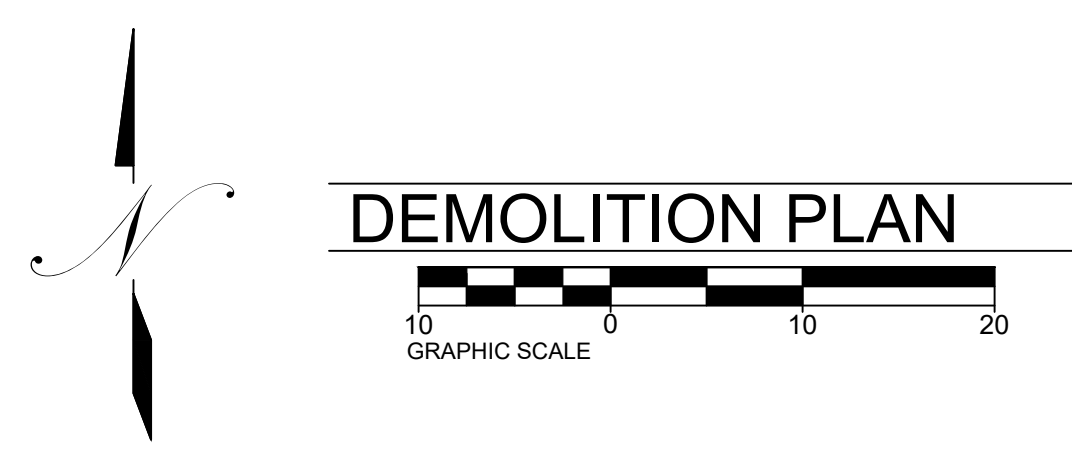
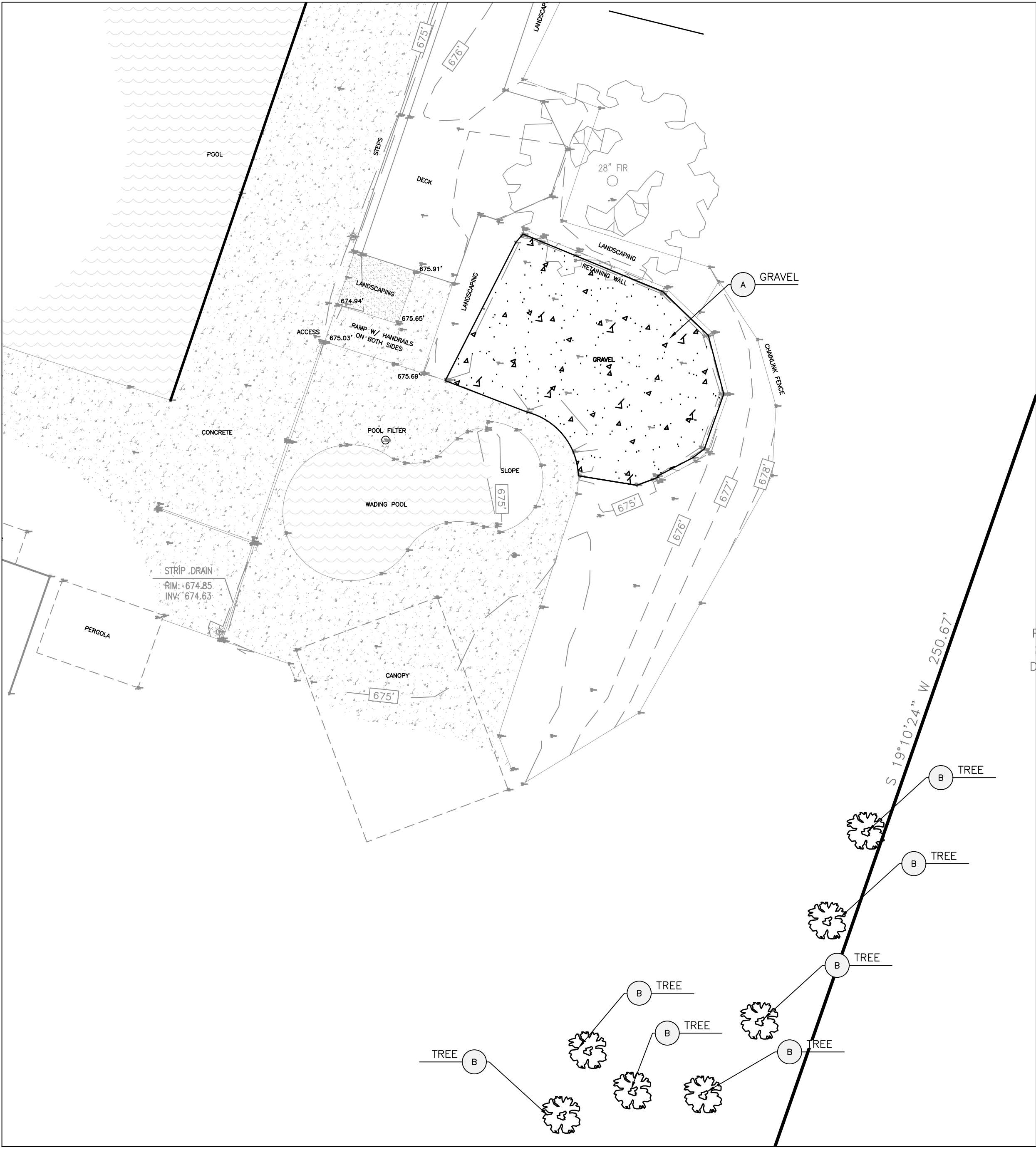
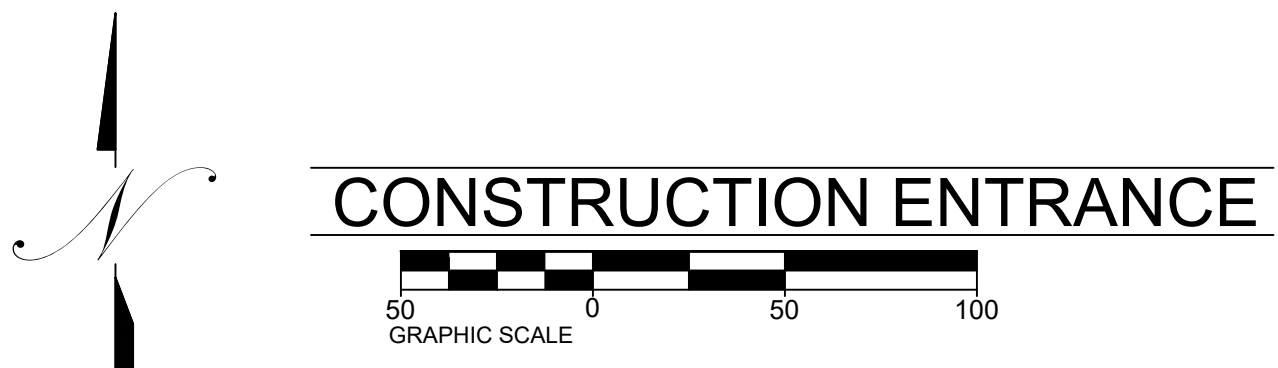


- GENERAL DEMOLITION NOTES**
1. THE SITE WORK FOR THIS PROJECT SHALL MEET OR EXCEED THE CITY OF BRENTWOOD/WILLIAMSON COUNTY STANDARD SITE WORK SPECIFICATIONS.
 2. CONTRACTOR SHALL BE RESPONSIBLE FOR REMOVAL OF THE EXISTING STRUCTURES, RELATED UTILITIES, PAVING, UNDERGROUND STORAGE TANKS AND ANY OTHER EXISTING IMPROVEMENTS, AS NOTED. SEE SITE WORK SPECIFICATIONS.
 3. CONTRACTOR IS TO REMOVE AND DISPOSE OF ALL DEBRIS, RUBBISH AND OTHER MATERIALS RESULTING FROM PREVIOUS AND CURRENT DEMOLITION OPERATIONS. DISPOSAL WILL BE IN ACCORDANCE WITH ALL LOCAL, STATE AND/OR FEDERAL REGULATIONS GOVERNING SUCH OPERATIONS.
 4. THE GENERAL CONTRACTOR SHALL TAKE ALL PRECAUTIONS NECESSARY TO AVOID PROPERTY DAMAGE TO ADJACENT PROPERTIES DURING THE CONSTRUCTION PHASES OF THIS PROJECT. THE CONTRACTOR WILL BE HELD SOLELY RESPONSIBLE FOR ANY DAMAGES TO THE ADJACENT PROPERTIES OCCURRING DURING THE CONSTRUCTION PHASES OF THIS PROJECT.
 5. ENGINEER'S NOTICE TO CONTRACTOR: THE CONTRACTOR IS SPECIFICALLY CAUTIONED THAT THE LOCATION AND/OR ELEVATION OF EXISTING UTILITIES AS SHOWN ON THESE PLANS IS BASED ON RECORDS OF THE VARIOUS UTILITY COMPANIES AND, WHERE POSSIBLE, MEASUREMENTS TAKEN IN THE FIELD. THE INFORMATION IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE. THE CONTRACTOR MUST CALL THE APPROPRIATE UTILITY COMPANY AT LEAST 48 HOURS BEFORE ANY EXCAVATION TO REQUEST EXACT FIELD LOCATION OF UTILITIES. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO RELOCATE ALL EXISTING UTILITIES WHICH CONFLICT WITH THE PROPOSED IMPROVEMENTS SHOWN ON THE PLANS.
 6. SITE LAYOUT FOR BRENTWOOD COUNTRY CLUB BY INGRAM CIVIL ENGINEERING GROUP, LLC, BASED ON SITE SURVEY BY CROWE WHEELER AND ASSOCIATES ON 4-29-2020. ORIGINAL TOPOGRAPHICAL INFORMATION IS BASED ON A SURVEY BY CROWE WHEELER AND ASSOCIATES ON 4-29-2020. THE ENGINEER, THE OWNER, OR ANY OF THE OWNER'S CONSULTANTS SHALL NOT BE HELD RESPONSIBLE FOR THE ACCURACY OR COMPLETENESS OF THE INFORMATION.
 7. ALL NOTED DISTANCES WITH REGARD TO ITEMS TO BE DEMOLISHED ARE APPROXIMATE.
 8. WRITTEN DIMENSIONS PREVAIL. DO NOT SCALE THESE DRAWINGS. PRINTED DIMENSIONS WHICH ARE OMITTED OR IN CONFLICT SHALL BE IMMEDIATELY REPORTED TO THE ENGINEER FOR REVIEW AND RESPONSE. DIMENSIONS ARE FROM FACE OF CURB / EDGE OF PAVEMENT AND FACE OF BUILDING, UNLESS NOTED OTHERWISE.

	DEMOLITION NOTES
A	TO BE REMOVED
B	APPROXIMATE LOCATION BASED ON AERIAL PHOTOGRAPHS. CONTRACTOR TO FIELD VERIFY EXACT TREE LOCATIONS.

LEGEND: DEMOLITION

- GRAVEL TO BE REMOVED
- TEMPORARY CONSTRUCTION ENTRANCE.
- APPROXIMATE TREE LOCATION FROM AERIAL IMAGERY



LEGEND: DEMOLITION

- GRAVEL TO BE REMOVED
- TEMPORARY CONSTRUCTION ENTRANCE.



GENERAL SITE NOTES

1. SITE LAYOUT FOR BRENTWOOD COUNTRY CLUB BY INGRAM CIVIL ENGINEERING GROUP, LLC, BASED ON SITE SURVEY BY CROWE WHEELER AND ASSOCIATES ON 4-29-2020.
2. ORIGINAL TOPOGRAPHICAL INFORMATION IS BASED ON A SURVEY BY CROWE WHEELER AND ASSOCIATES ON 4-29-2020. THE ENGINEER, THE OWNER, OR ANY OF THE OWNER'S CONSULTANTS SHALL NOT BE HELD RESPONSIBLE FOR THE ACCURACY OR COMPLETENESS OF THE INFORMATION.
3. ALL CIVIL/SITE WORK ELEMENTS INDICATED TO BE CONSTRUCTED ON THE PLANS ARE TO BE BUILT IN STRICT ACCORDANCE WITH THE STANDARDS ADOPTED BY THE CITY OF BRENTWOOD/WILLIAMSON COUNTY, UNLESS SPECIFICALLY NOTED OTHERWISE. ALL SITE WORK MUST ALSO COMPLY WITH THE CITY OF BRENTWOOD/WILLIAMSON COUNTY ENVIRONMENTAL REQUIREMENTS AND FEDERAL EPA REQUIREMENTS.
4. WRITTEN DIMENSIONS PREVAIL. DO NOT SCALE THESE DRAWINGS. PRINTED DIMENSIONS WHICH ARE OMITTED OR IN CONFLICT SHALL BE IMMEDIATELY REPORTED TO THE ENGINEER FOR REVIEW AND RESPONSE. DIMENSIONS ARE FROM FACE OF CURB / EDGE OF PAVEMENT AND FACE OF BUILDING, UNLESS NOTED OTHERWISE.
5. DIMENSIONS LOCATING THE BUILDING IN RELATIONSHIP TO THE PROPERTY LINES HAVE BEEN PROVIDED FOR THE CONVENIENCE OF THE CONTRACTOR. WHERE POSSIBLE, COORDINATES CAN BE USED TO ESTABLISH PHYSICAL LENGTHS ALONG THE BUILDING PERIMETER. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING FROM STRUCTURAL AND ARCHITECTURAL DRAWINGS THE ACTUAL EXTENT OF THE BUILDING ON THE PROPERTY. BUILDING LAYOUT SHALL BE BASED SOLELY ON DIMENSIONAL INFORMATION PROVIDED ON STRUCTURAL AND ARCHITECTURAL DRAWINGS. DISCREPANCIES WHICH IMPACT SITE LAYOUT SHOULD BE IMMEDIATELY REPORTED TO THE ENGINEER.
6. THE CONTRACTOR SHALL BE RESPONSIBLE FOR LOCATING ALL SITE FEATURES, (BUILDINGS, ROADS, PARKING, PADS, WALKS, ETC.) AND WILL EMPLOY A LAND SURVEYOR LICENSED TO PRACTICE IN THE PROJECT'S REGION OF CONSTRUCTION TO STAKE OUT AND MAINTAIN ALL REQUIRED CONTROL POINTS THROUGHOUT THE LIFE OF THE PROJECT. THE SURVEYOR SHALL CERTIFY TO THE ENGINEER, IN WRITING, THAT THE LAYOUT IN THE FIELD SUBSTANTIALLY CONFORMS TO THE LAYOUT INDICATED ON THE CONTRACT DOCUMENTS. LAYOUT DISCREPANCIES OR CHANGES SHOULD BE SO NOTED TO THE ENGINEER.
7. THE CONTRACTOR SHALL BE HELD RESPONSIBLE FOR THE DAMAGE OR LOSS OF ANY REFERENCE POINTS, MONUMENTS, HUBS, AND STAKED LOT CORNERS DURING THE CONSTRUCTION OF THE WORK AND SHALL BEAR ANY COST ASSOCIATED WITH REPAIR.
8. THE CONTRACTOR SHALL GIVE ALL NECESSARY NOTICES, OBTAIN ALL PERMITS, AND PAY ALL PERMIT FEES. THE CONTRACTOR SHALL CONFORM TO ALL STATE AND LOCAL CODES AND ORDINANCES AND RECEIVE APPROPRIATE APPROVALS WHERE REQUIRED PRIOR TO COMMENCEMENT OF THE WORK.
9. MATERIALS AND PROCESSES OF CONSTRUCTION ARE THE SOLE RESPONSIBILITY OF THE CONTRACTOR. WHILE THE ENGINEER HAS PROVIDED, FOR THE CONVENIENCE OF THE CONTRACTOR, DRAWINGS OUTLINING CERTAIN REQUIRED OSHA MINIMUM SAFETY PRACTICES, THE ENGINEER DOES NOT ACCEPT RESPONSIBILITY FOR THE ACCURACY OF THE INFORMATION OR FOR VERIFYING THAT SUCH MEASURES ARE IMPLEMENTED ON SITE. MAINTAINING A SAFE ENVIRONMENT DURING THE PROMULGATION OF THE WORK IS THE RESPONSIBILITY OF THE CONTRACTOR, THE ENGINEER, THE OWNER AND OTHER CONSULTANTS. HAVE NO EXPERTISE, NOR ACCEPT ANY LIABILITY, IMPLIED OR OTHERWISE, FOR MATERIALS AND PROCESSES OF CONSTRUCTION.
10. THE CONTRACTOR SHALL NOT COMMENCE ANY WORK WHICH IS NOT UNDER THE CONTROL OR OWNERSHIP OF THE OWNER WITHOUT WRITTEN PERMISSION FROM THE PROPERTY'S OWNER OR CONTROLLING INTEREST. WHERE CONTROLLING INTEREST IS A LOCAL, STATE, OR FEDERAL AGENCY, THEN APPROVAL FOR CONSTRUCTION SHALL CONSTITUTE AUTHORITY TO COMMENCE WORK.
11. WHERE NOT SPECIFICALLY NOTED OTHERWISE, ALL CONCRETE FINISHES SHALL BE SLIP RESISTANT PER TECHNICAL SPECIFICATIONS.
12. ALL ACCESSIBLE PARKING SPACES, INDICATED WITH THE GRAPHIC ACCESSIBLE SYMBOL, DENOTE ACCESSIBLE PARKING SPACES. THESE SPACES ARE DESIGNED TO CONFORM TO ADA AND TENNESSEE ACCESSIBILITY STANDARD SPECIFICATIONS. ALL INDICATED SPACES SHALL RECEIVE THE PAINTED SYMBOL AND APPROPRIATE IDENTIFICATION SIGNAGE. WHERE REQUIREMENTS ARE DIFFERENT OR IN EXCESS OF THESE, THE CONTRACTOR WILL ALLOW FOR THOSE ADDITIONAL REQUIREMENTS IN HIS PRICE AND PROMPTLY SUBMIT THEM TO THE ENGINEER.
13. THE CONTRACTOR IS RESPONSIBLE FOR USING THE ONE-CALL SYSTEM OR OTHER MEANS TO CONTACT AND VERIFY LOCATIONS OF ALL UTILITIES. THE CONTRACTOR IS FULLY RESPONSIBLE FOR REPAIRS TO DAMAGED UTILITIES.
14. THE CONTRACTOR IS TO CONTROL TRAFFIC FLOW DURING TIME OF CONSTRUCTION. ANY AND ALL TRAFFIC CONTROL IMPLEMENTED DURING THIS PROJECT SHALL CONFORM TO THE MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES.
15. ALL WORK WITHIN PUBLIC RIGHT-OF-WAY MUST BE IN ACCORDANCE WITH CITY OF BRENTWOOD/WILLIAMSON COUNTY AND TENNESSEE D.O.T. REGULATIONS.
16. THE CIVIL ENGINEER RECOMMENDS THAT A TRAINED GEOLOGIST BE PRESENT DURING THE CONSTRUCTION OF THE SPLASH PAD IN ORDER TO MONITOR THE EXCAVATION OF EXISTING GRAVEL AND SURROUNDING TOPSOIL FOR EVIDENCE OF EXISTING GRAVES. AT A MINIMUM, IF ANY RECTANGULAR AREAS OF DARKER SOIL ARE ENCOUNTERED DURING THE CONSTRUCTION OF THE SPLASH PAD, THEN WORK WITHIN 100' OF THE DISCOVERY SHOULD CEASE IMMEDIATELY AND A PROFESSIONAL ARCHEOLOGIST SHOULD BE CALLED TO EXAMINE THE AREA TO DETERMINE IF GRAVES ARE PRESENT.
17. THIS SITE PLAN IS SUBJECT TO A THREE-YEAR VESTING PERIOD, DURING WHICH THE DEVELOPMENT STANDARDS IN EFFECT ON THE DATE OF APPROVAL WILL REMAIN THE STANDARDS APPLICABLE TO THIS PLAN. IF CONSTRUCTION IS NOT COMPLETED DURING THE FIRST THREE YEARS, THE ORIGINAL SITE PLAN IS CONSIDERED A PRELIMINARY SITE PLAN AND THE APPLICANT MUST OBTAIN APPROVAL OF A FINAL SITE PLAN. DEVELOPMENT OF THE PROPERTY SHOWN ON THIS PLAN MAY BE SUBJECT TO STANDARDS OTHER THAN THOSE THAT WERE APPLICABLE DURING THE VESTING PERIOD. THE INITIAL VESTING PERIOD FOR THIS PLAN EXPIRES ON JUNE 1, 2022, 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.

SITE NOTES

- A SPLASH PAD. SEE ATTACHED VENDOR PLANS FOR MORE INFORMATION.
- B APPROXIMATE LOCATION OF EQUIPMENT AND PUMP ROOM BY OTHERS.

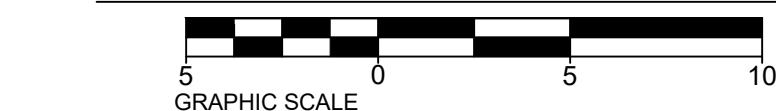
SITE DETAILS

- 1 CONCRETE SIDEWALK
- 2 CONCRETE JOINTS
- 3 CONCRETE JOINT SEALANTS

LEGEND: SITE

- PROPOSED HC ACCESSIBLE PARKING SPACE (SEE SITE DETAIL)
- LINEAR DIMENSION
- PROPOSED CURVE RADIUS DIMENSION
- PROPOSED SIGN
- PROPOSED PRECAST WHEEL STOP
- PROPOSED TRAFFIC ARROW (SEE SITE DETAIL)
- PROPOSED STOP BAR (SEE SITE DETAIL)
- PROPOSED CROSS WALK MARKING
- PROPOSED HEAVY DUTY ASPHALT PAVEMENT
- PROPOSED LIGHT DUTY ASPHALT PAVEMENT

SITE PLAN



INGRAM
CIVIL
ENGINEERING
GROUP

212 OVERLOOK CIRCLE, SUITE 105
BRENTWOOD, TENNESSEE 37027
615.370.7964 OFFICE
615.370.1273 FAX

ICEO PROJECT: 9720
STATE OF TENNESSEE PROFESSIONAL
ENGINEER LICENSE # 100295
GARY W. O'BRIEN

Splash Pad Addition for
Brentwood Country Club
Brentwood, Tennessee



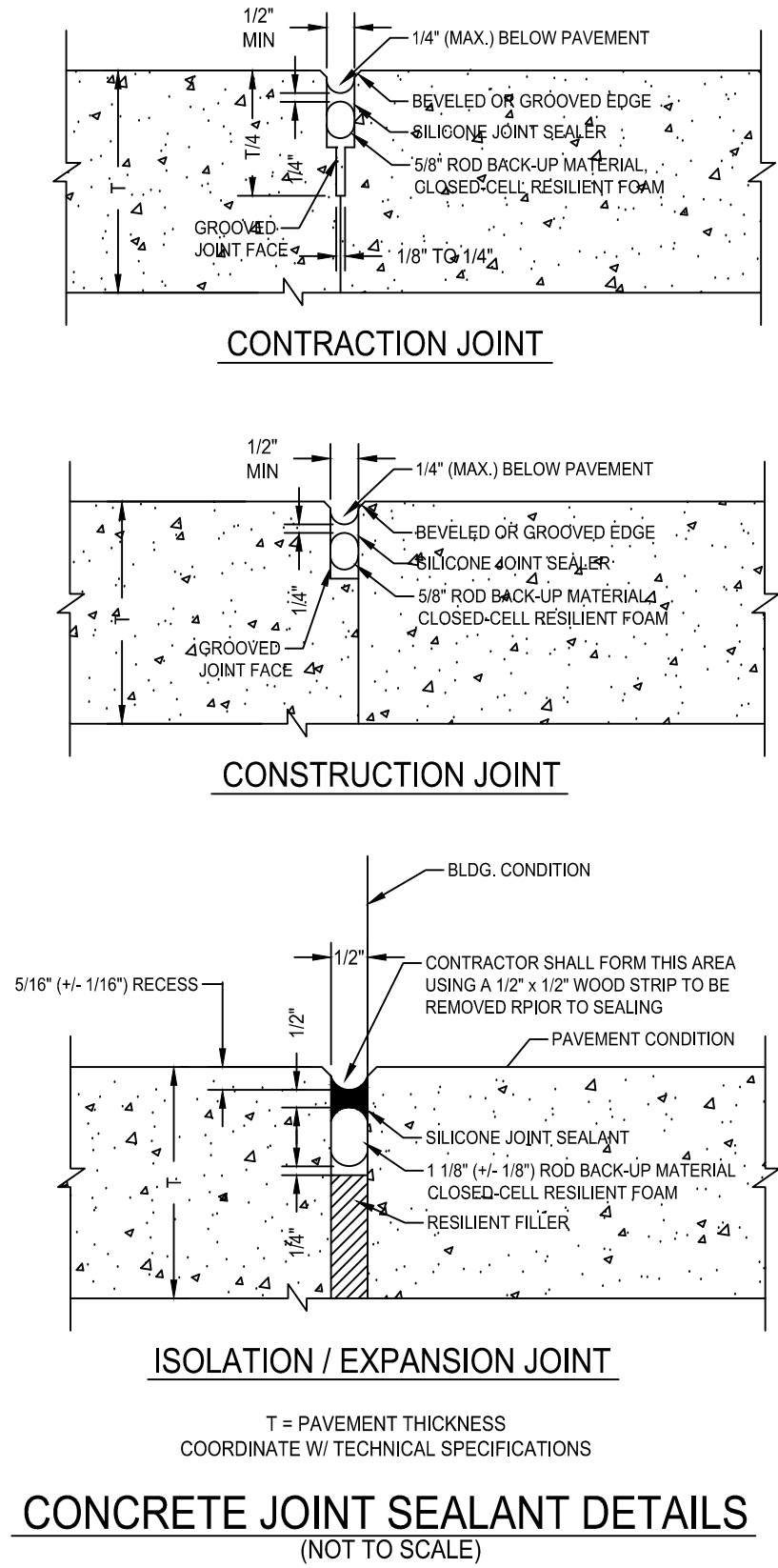
PROJECT NUMBER
97220
DATE
May 19, 2020
SHEET NUMBER
C200
SHEET NAME
SITE PLAN

-

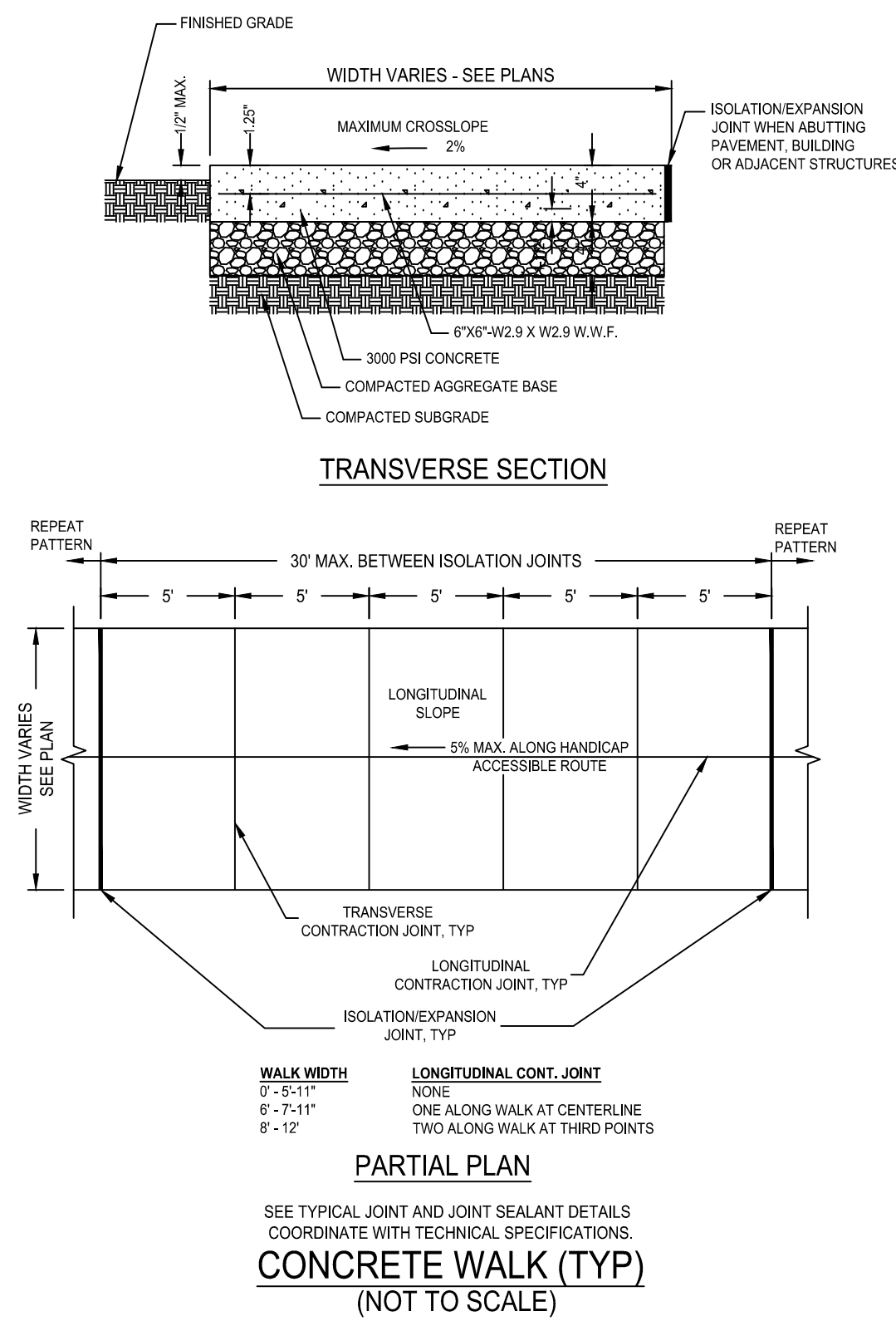
NOTE: A GEOTECH REPORT WITH PAVEMENT RECOMENDATIONS WAS NOT PROVIDED TO THE ENGINEER FOR DESIGN PURPOSES. SECTIONS ARE BASED ON STANDARD ENGINEERING PRACTICE.

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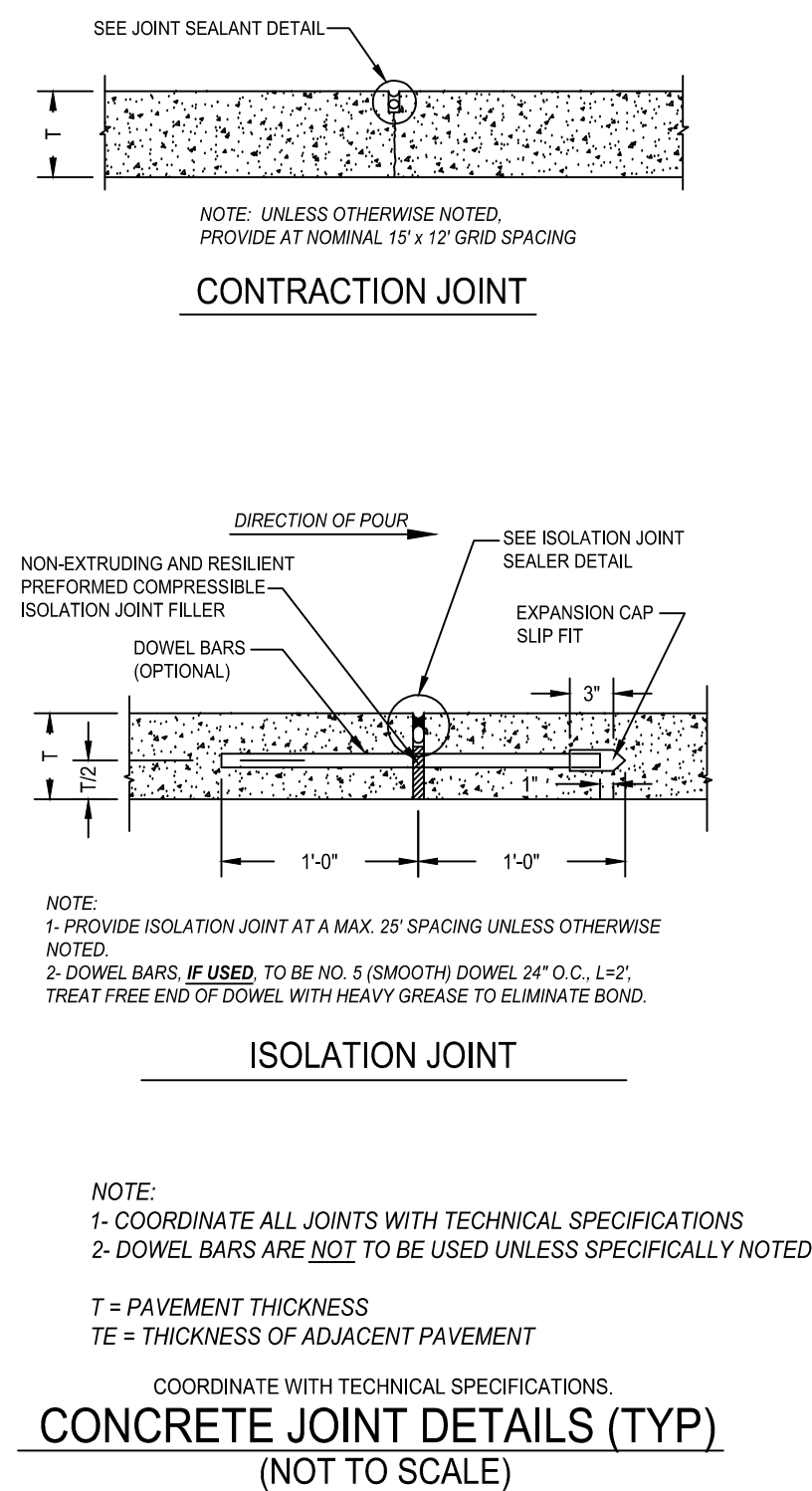
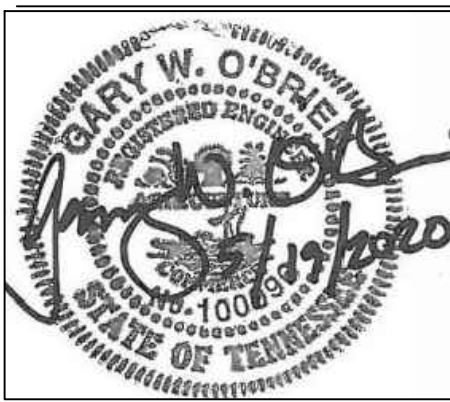
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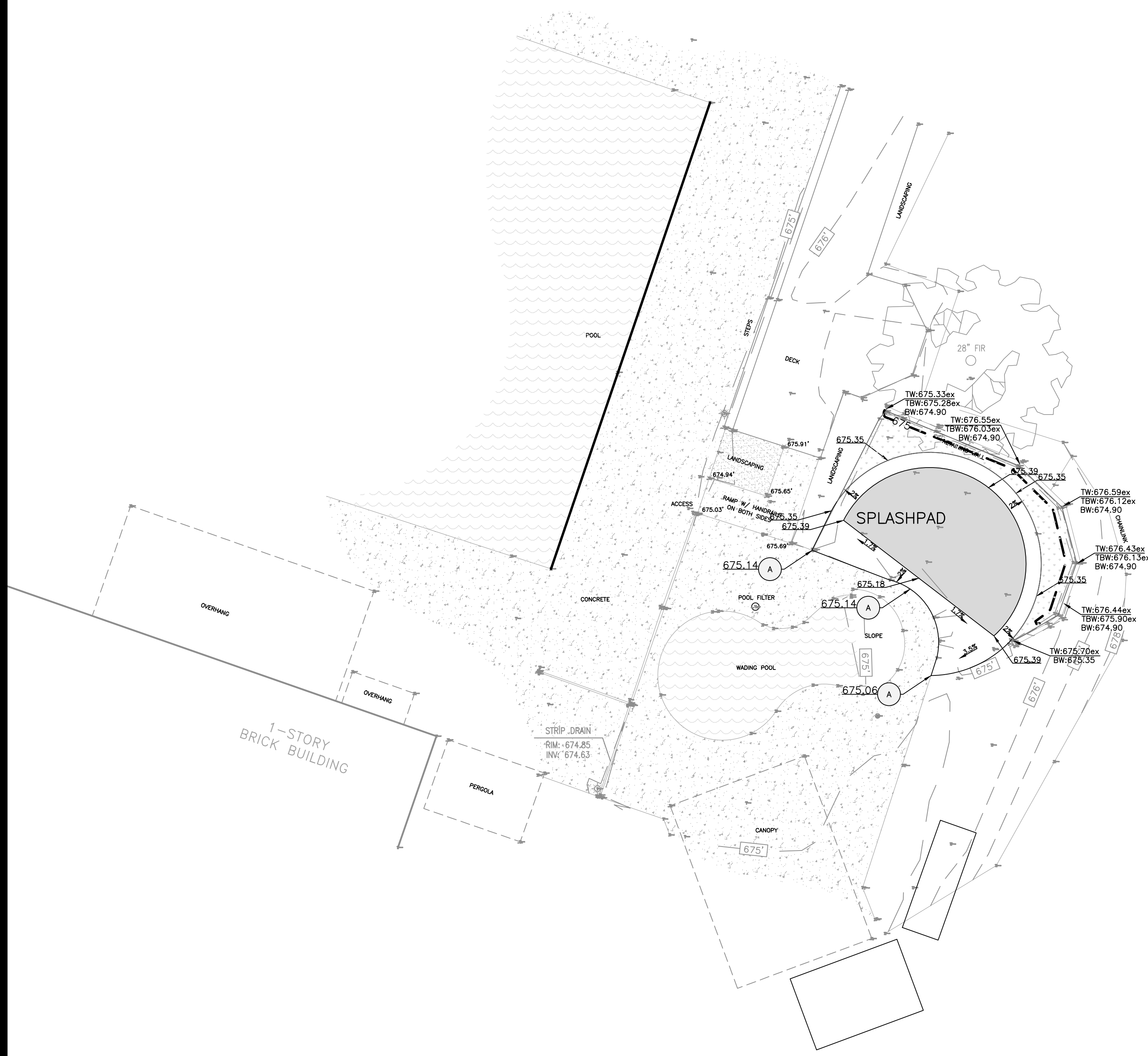


1



2





LOT 106
PLAT CAB. 11, SLIDE 44
SHELLEY L. SCHMIDT
DEED BK. 5620, PG. 124

GENERAL GRADING NOTES

1. PRIOR TO INSTALLATION OF STORM OR SANITARY SEWER, THE CONTRACTOR SHALL EXCAVATE, VERIFY AND CALCULATE ALL CROSSINGS AND INFORM THE OWNER AND THE ENGINEER OF ANY CONFLICTS PRIOR TO CONSTRUCTION. THE ENGINEER WILL BE HELD HARMLESS IN THE EVENT THE ENGINEER IS NOT NOTIFIED OF DESIGN CONFLICTS.
2. ALL SLOPES AND AREAS DISTURBED BY CONSTRUCTION SHALL BE GRADED SMOOTH AND SIX INCHES OF TOPSOIL APPLIED. IF ADEQUATE TOPSOIL IS NOT AVAILABLE ON SITE, THE CONTRACTOR SHALL PROVIDE TOPSOIL, APPROVED BY THE OWNER, AS NEEDED. THE AREA SHALL THEN BE SEEDED, FERTILIZED, MULCHED, WATERED AND MAINTAINED UNTIL HARDY GRASS GROWTH IS ESTABLISHED IN ALL AREAS (SEE LANDSCAPE PLAN FOR SEED MIX AND PROPER APPLICATION RATE AND AREAS TO BE SODDED). ANY AREAS DISTURBED FOR ANY REASON PRIOR TO FINAL ACCEPTANCE OF THE PROJECT SHALL BE CORRECTED BY THE CONTRACTOR AT NO ADDITIONAL COST TO THE OWNER.
3. THE CONTRACTOR IS SPECIFICALLY CAUTIONED THAT THE LOCATION AND/OR ELEVATION OF EXISTING UTILITIES AS SHOWN ON THESE PLANS IS BASED ON RECORDS OF THE VARIOUS UTILITY COMPANIES, AND WHERE POSSIBLE, MEASUREMENTS TAKEN IN THE FIELD. THE INFORMATION IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE. THE CONTRACTOR IS RESPONSIBLE TO FIELD VERIFY LOCATIONS OF ANY UNDERGROUND UTILITIES. THE CONTRACTOR IS TO VERIFY LOCATION OF OVERHEAD UTILITIES. THE CONTRACTOR MUST CALL THE APPROPRIATE UTILITY COMPANY AT LEAST 48 HOURS BEFORE ANY EXCAVATION TO REQUEST EXACT FIELD LOCATION OF UTILITIES.
4. THE CONTRACTOR IS TO CONTROL TRAFFIC FLOW DURING TIME OF CONSTRUCTION. ANY AND ALL TRAFFIC CONTROL IMPLEMENTED DURING THIS PROJECT SHALL CONFORM TO THE MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES.
5. ALL WORK WITHIN PUBLIC RIGHT-OF-WAY SHALL BE IN ACCORDANCE WITH CROWE WHEELER AND ASSOCIATES ON 4-29-2020 AND THE TENNESSEE D.O.T. REGULATIONS.
6. CONTRACTOR TO COORDINATE LOCATION OF TOP SOIL STOCKPILE AREA WITH OWNER. SILT FENCE SHALL BE PLACED AROUND PERIMETER OF THE STOCKPILE FOR EROSION AND SEDIMENT CONTROL.
7. THE CONTRACTOR SHALL GIVE ALL NECESSARY NOTICES, OBTAIN ALL PERMITS, AND PAY ALL PERMIT FEES. THE CONTRACTOR SHALL CONFORM TO ALL STATE AND LOCAL CODES AND ORDINANCES AND RECEIVE APPROPRIATE APPROVALS WHERE REQUIRED PRIOR TO COMMENCEMENT OF THE WORK.
8. ALL LANDSCAPED SLOPES SHALL BE THREE FEET (3') HORIZONTAL TO ONE FOOT (1') VERTICAL OR FLATTER.
9. CONTOUR LINES AND SPOT ELEVATIONS ARE THE RESULT OF A DETAILED ENGINEERING DESIGN AND REFLECT A PLANNED INTENT WITH REGARD TO EARTHWORK AND DRAINAGE. SHOULD CONTRACTOR HAVE QUESTIONS WITH THIS INTENT, HE SHALL CONTACT THE ARCHITECT PRIOR TO COMMENCEMENT OF WORK.
10. SLOPE GROUND AWAY FROM BUILDING AT TWO PERCENT (2%) MINIMUM.
11. WRITTEN DIMENSIONS PREVAIL. DO NOT SCALE THESE DRAWINGS. PRINTED DIMENSIONS WHICH ARE OMITTED OR IN CONFLICT SHALL BE IMMEDIATELY REPORTED TO THE ENGINEER FOR REVIEW AND RESPONSE. DIMENSIONS ARE FROM FACE OF CURB / EDGE OF PAVEMENT AND FACE OF BUILDING, UNLESS NOTED OTHERWISE.

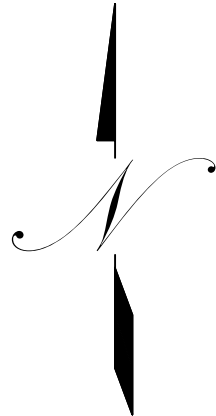
GRADING NOTES

- A APPROXIMATE EXISTING ELEVATION. CONTRACTOR TO FIELD VERIFY AND MATCH EXISTING CONDITION

GRADING LEGEND

- TW TOP OF WALL
TBW TO BACK OF WALL
BW BOTTOM OF WALL
ex EXISTING ELEVATION.

GRADING PLAN

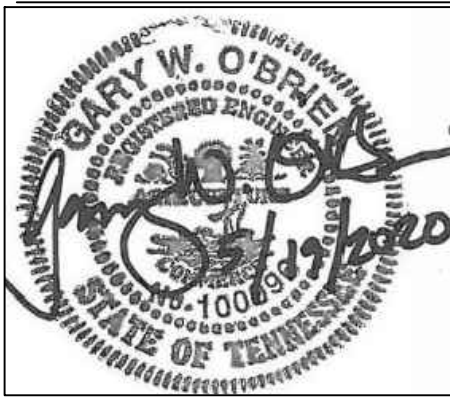


INGRAM
CIVIL
ENGINEERING
GROUP

212 OVERLOOK CIRCLE, SUITE 105
BRENTWOOD, TENNESSEE 37027
615.370.7964 OFFICE
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ICEE PROJECT: 97220
STATE OF TENNESSEE PROFESSIONAL
ENGINEER LICENSE # 100295
GARY W. O'BRIEN

Splash Pad Addition for
Brentwood Country Club
Brentwood, Tennessee



PROJECT NUMBER

97220

DATE

May 19, 2020

SHEET NUMBER

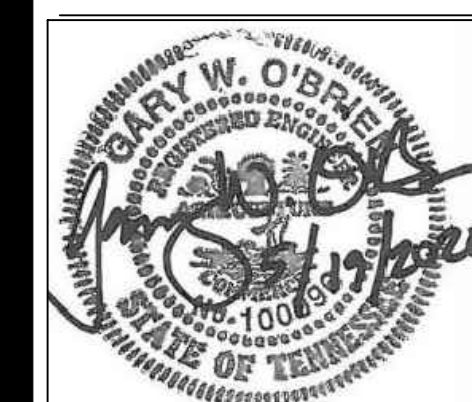
C300

SHEET NAME

GRADING
PLAN



Splash Pad Addition for
Brentwood Country Club
Brentwood, Tennessee

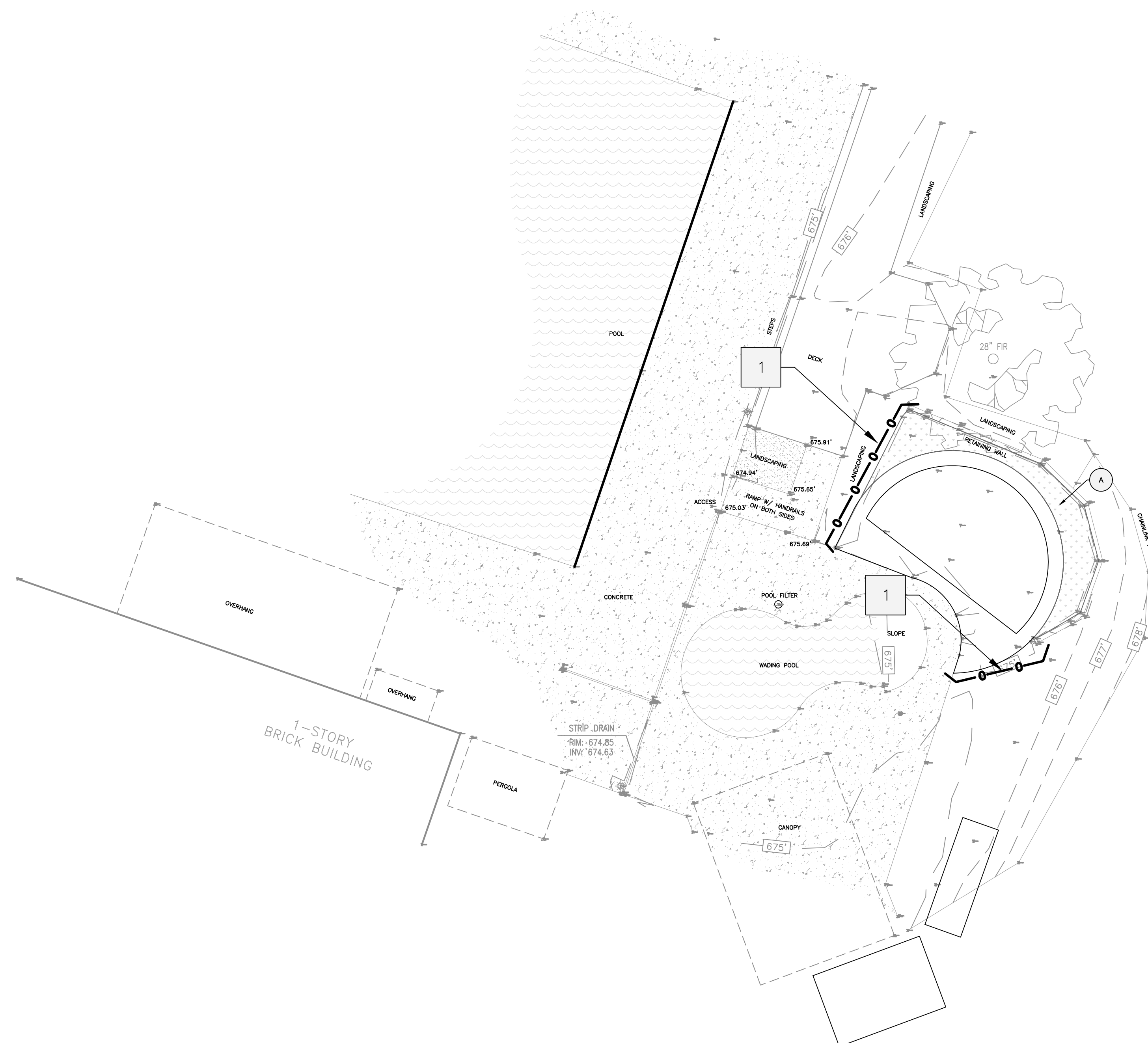


SHEET NAME
STORM WATER
POLLUTION
PREVENTION PLAN

12. WRITTEN DIMENSIONS PREVAIL. DO NOT SCALE THESE DRAWINGS. PRINTED DIMENSIONS WHICH ARE OMITTED OR IN CONFLICT SHALL BE IMMEDIATELY REPORTED TO THE ENGINEER FOR REVIEW AND RESPONSE. DIMENSIONS ARE FROM FACE OF CURB / EDGE OF PAVEMENT AND FACE OF BUILDING, UNLESS NOTED OTHERWISE.

A AREA TO BE COVERED WITH SOD

1 SEDIMENTATION BARRIER



LOT 106
PLAT CAB. 11, SLIDE 44
SHELLEY L. SCHMIDT
DEED BK. 5620, PG. 124

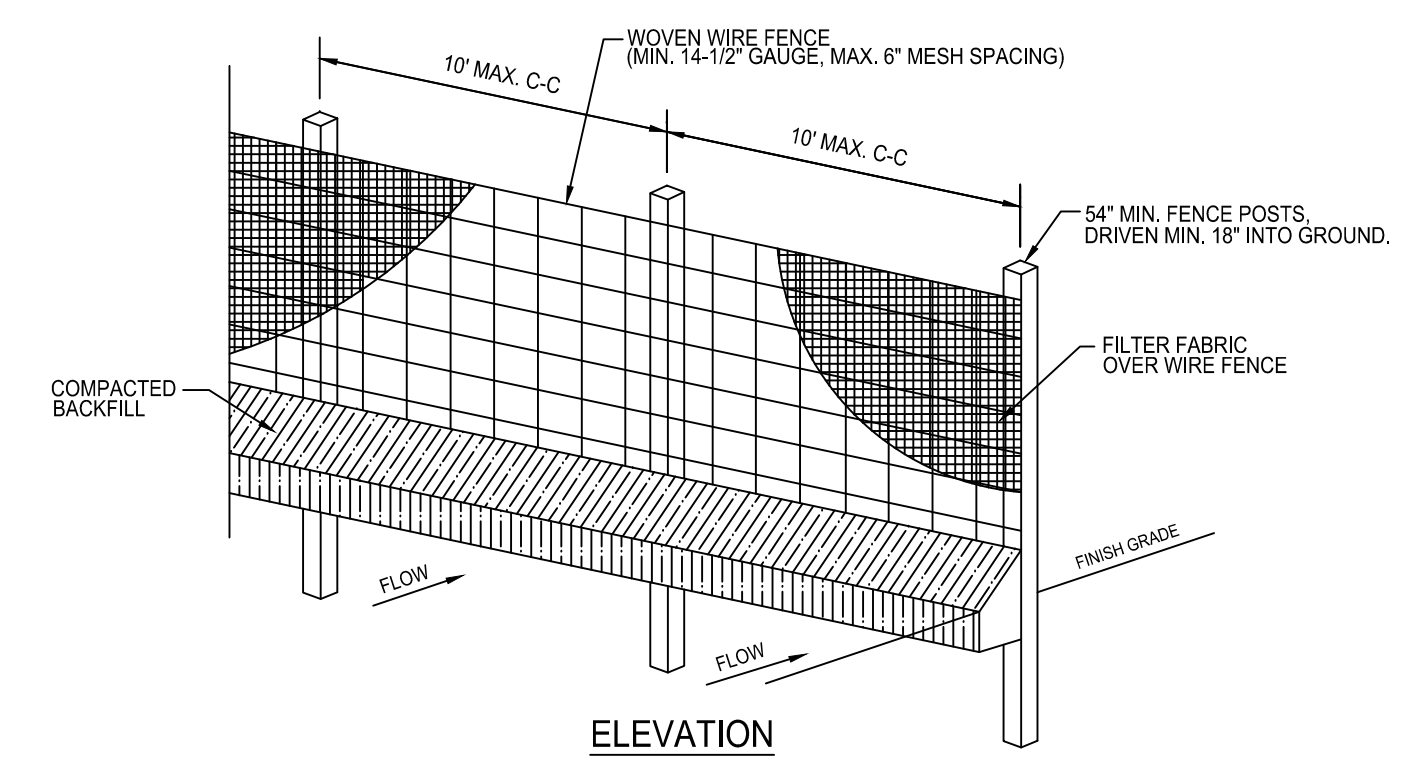
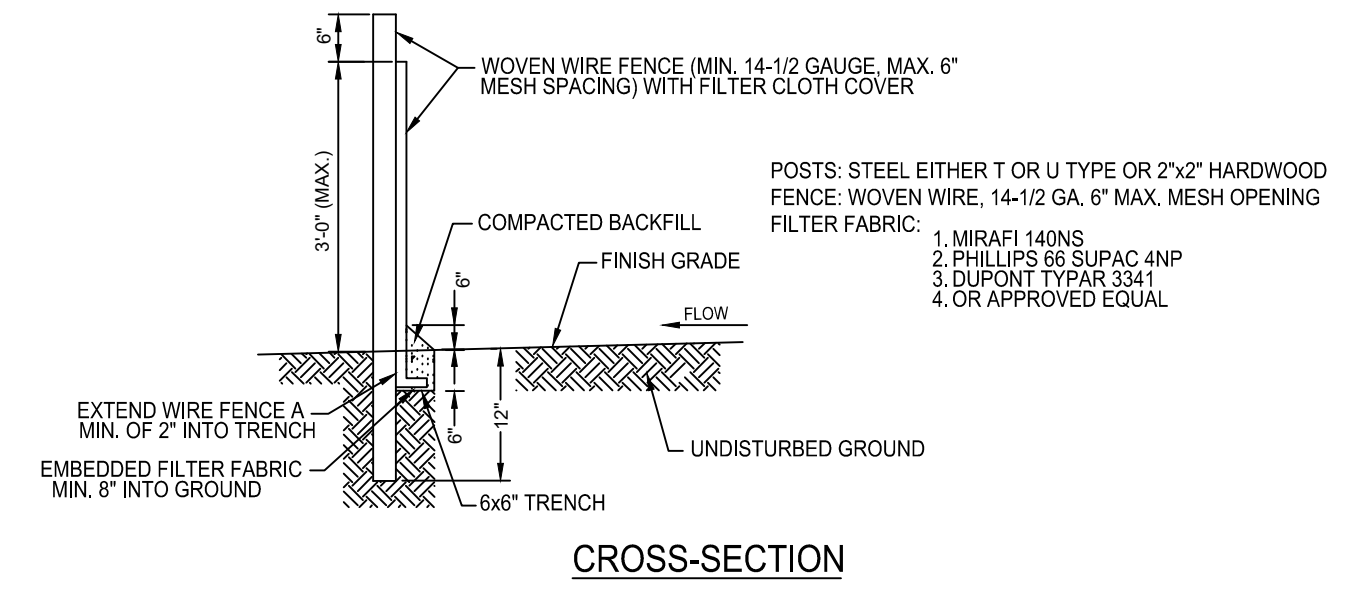
SELECT THE CORRECT ANSWER	
	INLET PROTECTION
	TREE PROTECTION
	SEDIMENTATION BARRIER
	CHECK DAM
	TEMPORARY CONSTRUCTION ENTRANCE
	RIP-RAP OUTLET PROTECTION
	SOD

10 0 10 20
GRAPHIC SCALE



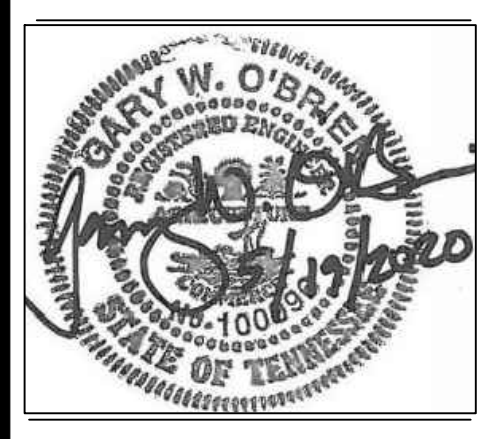
**INGRAM
CIVIL
ENGINEERING
GROUP**
212 OVERLOOK CIRCLE, SUITE 105
BRENTWOOD, TENNESSEE 37027
615.370.7964 OFFICE
615.370.1273 FAX
KCEG PROJECT : 97220
STATE OF TENNESSEE PROFESSIONAL
ENGINEER LICENSE # 100295
GARY W. O'BRIEN

Splash Pad Addition for
Brentwood Country Club
Brentwood, Tennessee

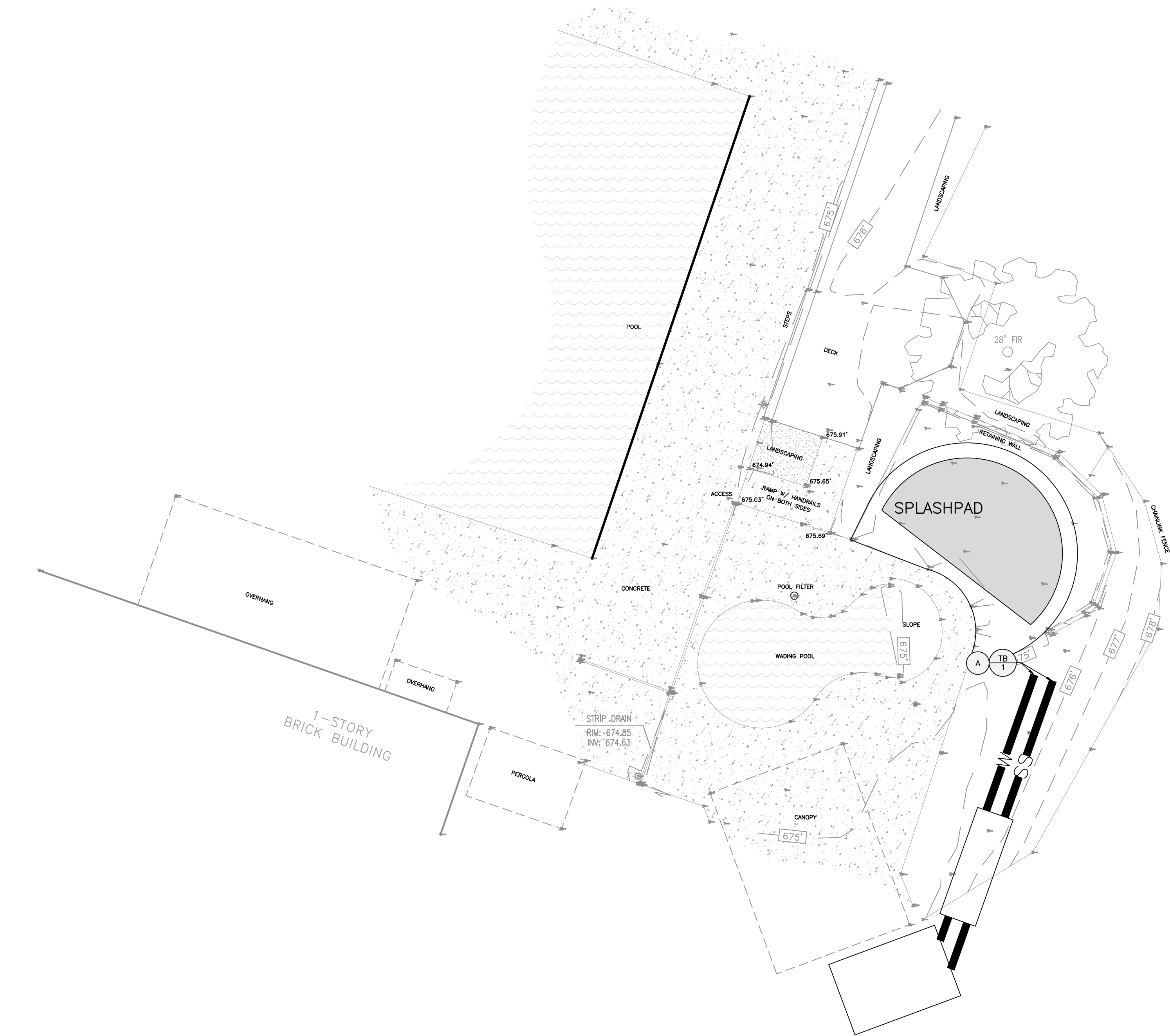


- CROSS-SECTION**
1. WOVEN WIRE FENCE TO BE FASTENED SECURELY TO FENCE POSTS WITH WIRE TIES OR STAPLES.
 2. FILTER CLOTH TO BE FASTENED SECURELY TO WOVEN WIRE FENCE WITH TIES SPACED EVERY 24\"/>

SEDIMENTATION BARRIER/ SILT FENCE
(NOT TO SCALE)



PROJECT NUMBER
97220
DATE
May 19, 2020
SHEET NUMBER
C410
SHEET NAME
**SWPPP
DETAILS**



STRUCTURE TYPE AND NUMBER
DETAIL CALLOUT

SANITARY STRUCTURES				
STRUCTURE	RIM ELEV.	INVERT ELEV.	TYPE	NOTE
-	-	-	-	-

*NOTE:
CB CATCH BASIN
DCB DOUBLE CATCH BASIN
EW ENDWALL
HW HEADWALL
CO CLEAN OUT

PIPE NUMBER
DETAIL CALLOUT

PIPE SCHEDULE				
PIPE	LENGTH (FT.)	SIZE (IN.)	TYPE	SLOPE (%)
-	-	-	-	-

GENERAL UTILITY NOTES

1. UNLESS OTHERWISE NOTED, ALL WATER LINES SHALL BE PVC WITH 3' MIN. COVER.
2. UNLESS OTHERWISE NOTED, ALL SANITARY SEWER LINES SHALL BE PVC WITH 4' MIN. COVER.
3. CONTRACTOR SHALL COORDINATE ANY DISRUPTIONS TO EXISTING UTILITY SERVICES WITH ADJACENT PROPERTY OWNERS.
4. ALL ELECTRICAL, TELEPHONE AND GAS EXTENSIONS, INCLUDING SERVICE LINES, SHALL BE CONSTRUCTED TO THE APPROPRIATE UTILITY COMPANY SPECIFICATIONS. ALL UTILITY DISCONNECTIONS SHALL BE COORDINATED WITH THE DESIGNATED UTILITY COMPANIES.
5. CONSTRUCTION SHALL NOT START ON ANY PUBLIC UTILITY SYSTEM UNTIL WRITTEN APPROVAL HAS BEEN RECEIVED BY THE ENGINEER FROM THE APPROPRIATE GOVERNING AUTHORITY AND THE CONTRACTOR HAS BEEN NOTIFIED BY THE ENGINEER.
6. PRIOR TO THE CONSTRUCTION OF ANY CONNECTION TO ANY STORM DRAIN, SANITARY SEWER, WATER MAIN AND/OR ANY DRY UTILITIES, THE CONTRACTOR SHALL EXCAVATE, VERIFY AND CALCULATE ALL POINTS OF CONNECTION AND ALL UTILITY CROSSINGS AND INFORM THE ENGINEER AND THE OWNER/DEVELOPER OF ANY CONFLICT OR REQUIRED DEVIATION FROM THE PLAN. NOTIFICATION SHALL BE MADE A MINIMUM OF 48 HOURS PRIOR TO CONSTRUCTION. THE ENGINEER AND ITS CLIENTS SHALL BE HELD HARMLESS IN THE EVENT THAT THE CONTRACTOR FAILS TO MAKE SUCH NOTIFICATION.
7. UNLESS OTHERWISE SHOWN, CALLED OUT OR SPECIFIED HEREON OR WITHIN SPECIFICATIONS: ALL WATER LINE FITTINGS SHALL BE INSTALLED WITH THRUST BLOCKING (SEE UTILITY DETAILS, THESE PLANS). ALL WATER LINE PIPE BEDDING SHALL BE INSTALLED PER DETAIL (SEE UTILITY DETAILS, THESE PLANS). ALL SANITARY SEWER PIPE BEDDING SHALL BE INSTALLED PER DETAIL (SEE UTILITY DETAILS, THESE PLANS).
8. PRIVATE SEWER LINES MUST BE INSTALLED BY A LICENSED PLUMBER AND MUST BE INSTALLED IN ACCORDANCE WITH THE PLUMBING CODE OF THE GOVERNING AUTHORITY.
9. THE CONTRACTOR SHALL GIVE ALL NECESSARY NOTICES, OBTAIN ALL PERMITS, AND PAY ALL PERMIT FEES. THE CONTRACTOR SHALL CONFORM TO ALL STATE AND LOCAL CODES AND ORDINANCES AND RECEIVE APPROPRIATE APPROVALS WHERE REQUIRED PRIOR TO COMMENCEMENT OF THE WORK.
10. SEE MP&E PLANS FOR CONTINUATION OF UTILITIES INTO BUILDINGS. THE CONTRACTOR SHALL COORDINATE THE LOCATIONS OF THE CONNECTIONS OF THE SITE UTILITIES WITH THE BUILDING UTILITIES.
11. ADJUST ALL CASTINGS TO MATCH FINISH GRADES.
12. WRITTEN DIMENSIONS PREVAIL. DO NOT SCALE THESE DRAWINGS. PRINTED DIMENSIONS WHICH ARE OMITTED OR IN CONFLICT SHALL BE IMMEDIATELY REPORTED TO THE ENGINEER FOR REVIEW AND RESPONSE. DIMENSIONS ARE FROM FACE OF CURB / EDGE OF PAVEMENT AND FACE OF BUILDING, UNLESS NOTED OTHERWISE.

UTILITY NOTES

- A APPROXIMATE WATER AND SEWER LOCATIONS. SEE SPLASHPAD SHEET S1 FOR MORE INFORMATION.

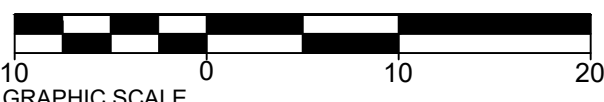
UTILITY DETAILS

- 1 UTILITY TRENCH & BEDDING

LEGEND: UTILITY

- W— PROPOSED WATER LINE
—SS— PROPOSED SANITARY SEWER LINE

UTILITY PLAN

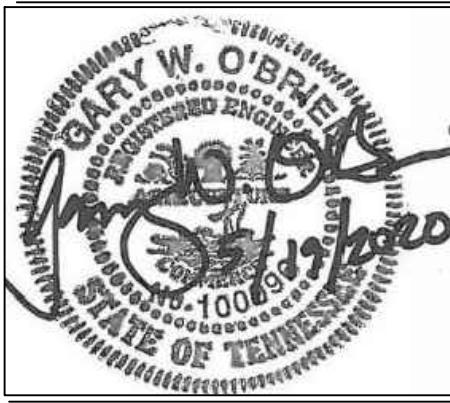


INGRAM
CIVIL
ENGINEERING
GROUP

212 OVERLOOK CIRCLE, SUITE 105
BRENTWOOD, TENNESSEE 37027
615.370.7964 OFFICE
615.370.1273 FAX

ICEE PROJECT: 97220
STATE OF TENNESSEE PROFESSIONAL
ENGINEER LICENSE # 100295
GARY W. O'BRIEN

Splash Pad Addition for
Brentwood Country Club
Brentwood, Tennessee



PROJECT NUMBER

97220

DATE

May 19, 2020

SHEET NUMBER

C500

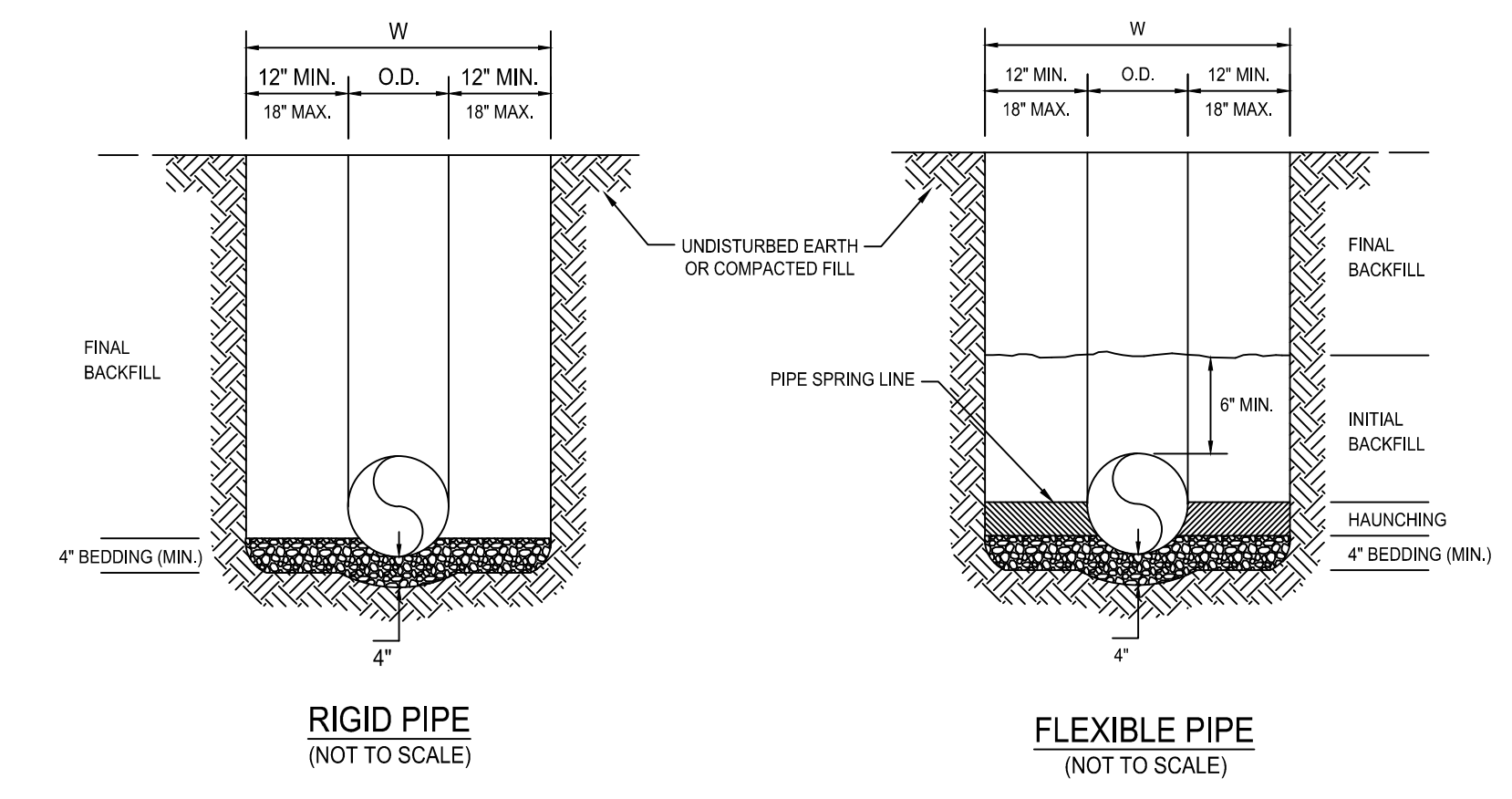
SHEET NAME

UTILITY
PLAN



INGRAM
CIVIL
ENGINEERING
GROUP
212 OVERLOOK CIRCLE, SUITE 105
BRENTWOOD, TENNESSEE 37027
615.370.7964 OFFICE
615.370.1273 FAX
ICEG PROJECT : 97220
STATE OF TENNESSEE PROFESSIONAL
ENGINEER LICENSE # 100295
GARY W. O'BRIEN

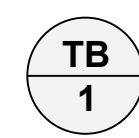
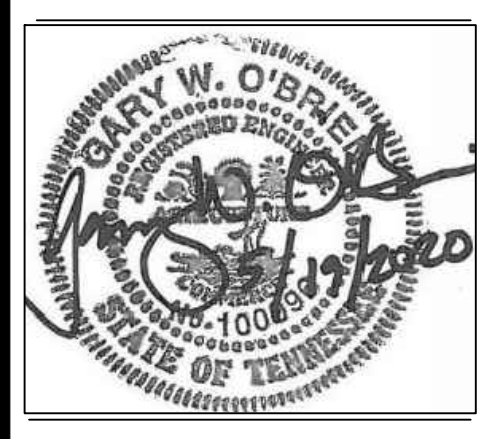
Splash Pad Addition for
Brentwood Country Club
Brentwood, Tennessee



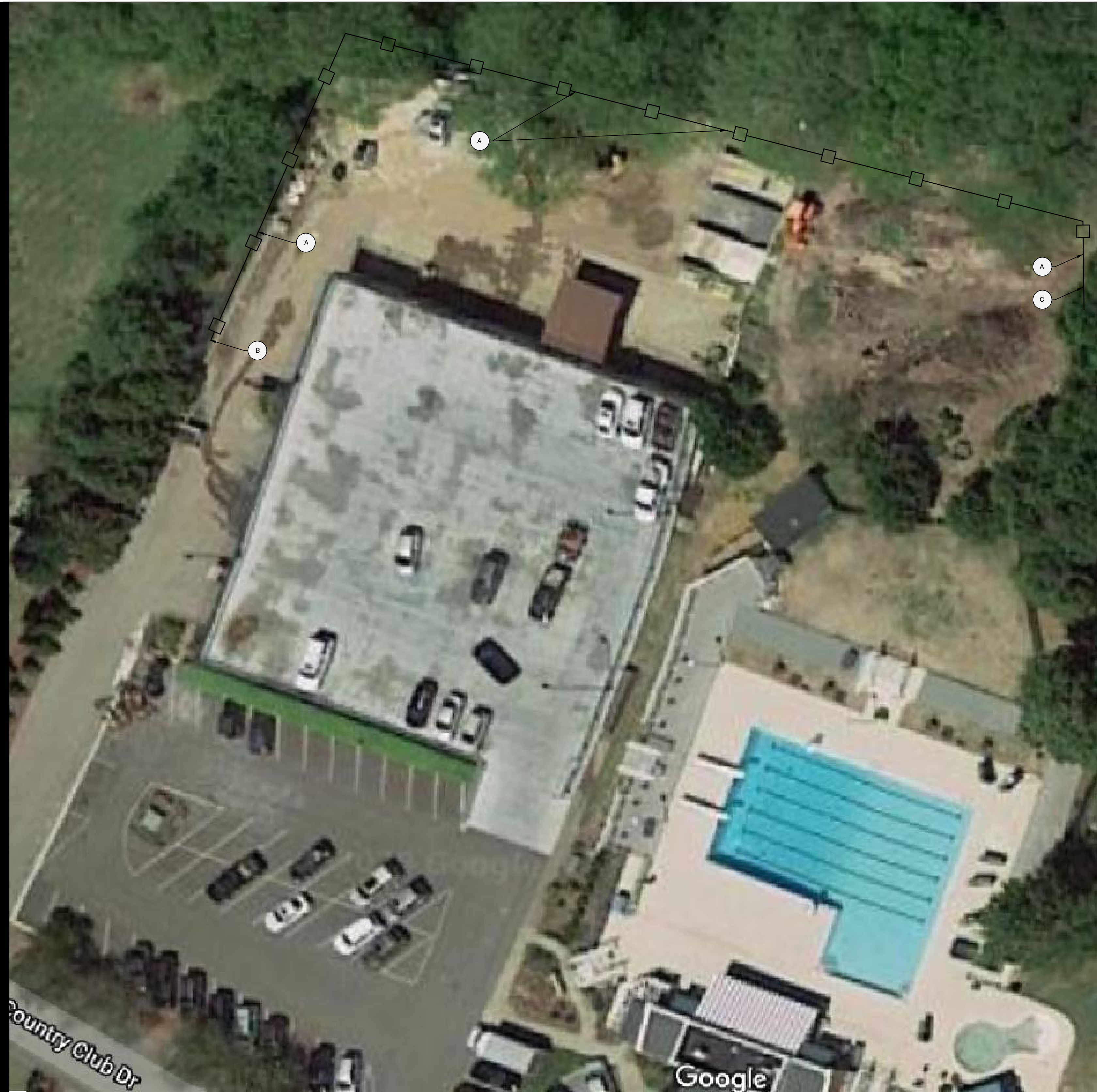
GENERAL NOTES:

1. BEDDING SHALL BE CLASS I-A WORKED BY HAND. IF GROUNDWATER IS ANTICIPATED, THEN BEDDING SHALL BE CLASS I-B COMPACTED TO 85% STANDARD PROCTOR. (SEE SPECIFICATIONS FOR GRADATION.)
2. HAUNCHING SHALL BE WORKED AROUND THE PIPE BY HAND TO ELIMINATE VOIDS AND SHALL BE CLASS I-A OR CLASS I-B OR CLASS II COMPACTED TO 85% PROCTOR.
3. INITIAL BACKFILL SHALL BE CLASS I-A WORKED BY HAND, OR CLASS I-B OR CLASS II COMPACTED TO 85% STANDARD PROCTOR.
4. INITIAL BACKFILL NOT UNDER PAVED AREAS CAN BE CLASS III COMPACTED TO 90% STANDARD PROCTOR.
5. FINAL BACKFILL SHALL BE CLASS I, II, OR III COMPACTED AS NOTED IN NOTES 3 AND 4.
6. FINAL BACKFILL NOT UNDER PAVED AREAS CAN BE CLASS IV-A COMPACTED TO 95% STANDARD PROCTOR.
7. ALL MATERIALS ARE CLASSIFIED IN ACCORDANCE WITH ASTM D 2321-89.
8. ALL MATERIALS SHALL BE INSTALLED IN MAXIMUM 8" LOOSE LIFTS IN ACCORDANCE WITH ASTM D 698. CLASS III AND IV-A MATERIALS SHALL BE COMPACTED NEAR OPTIMUM MOISTURE CONTENT.
9. FILL SALVAGED FROM EXCAVATION SHALL BE FREE OF DEBRIS, ORGANICS AND ROCKS LARGER THAN 3".
10. ALL TRENCH EXCAVATIONS SHALL BE SLOPED, SHORED, SHEETED, BRACED, OR OTHERWISE SUPPORTED IN COMPLIANCE WITH OSHA REGULATIONS AND LOCAL ORDINANCES. (SEE SPECIFICATIONS.)

UTILITY TRENCH AND BEDDING
(NOT TO SCALE)



PROJECT NUMBER
97220
DATE
May 19, 2020
SHEET NUMBER
C510
SHEET NAME
UTILITY
DETAILS



FENCE REPLACEMENT EXHIBIT

- FENCE REPLACEMENT NOTES
- A

APPROXIMATELY 400' OF FENCE TO BE REMOVED AND REPLACED WITH AN 8' HIGH WOODEN FENCE.
- B

TIE TO EXISTING 6' WOODEN FENCE.
- C

TIE TO EXISTING GATE.



PROPOSED FENCE

PROPOSED 8' WOODEN FENCE

FENCE REPLACEMENT PLAN



INGRAM
CIVIL
ENGINEERING
GROUP
212 OVERLOOK CIRCLE, SUITE 105
BRENTWOOD, TENNESSEE 37027
615.370.7964 OFFICE
615.370.1273 FAX
ICE PROJECT: 97220
STATE OF TENNESSEE PROFESSIONAL
ENGINEER LICENSE # 100296
GARY W. O'BRIEN

Fence Replacement for
Brentwood Country Club
Brentwood, Tennessee

PROJECT NUMBER
97220
DATE
May 4, 2020

SHEET NUMBER

C600

SHEET NAME
FENCE REPLACEMENT
PLAN

Brentwood City Commission Agenda

Meeting Date: 06/22/2020

Resolution 2020-56 - Amendment with High Tech Special Effects to Change Date of Independence Day Fireworks

Submitted by: Deanna Lambert, Community Relations

Department: Community Relations

Information

Subject

Resolution 2020-56 - Resolution to amend an agreement with High Tech Special Effects to to change the date of the Independence Day Fireworks Display at Crockett Park to July 4, 2021.

Background

This resolution authorizes the acceptance of an amendment to the previously approved agreement with High Tech Special Effects for the 2020 Independence Day Fireworks Display at Crockett Park. This amendment is being proposed after the cancellation of the 2020 celebration due to the COVID-19 pandemic and the CDC and State of Tennessee's guidance of not allowing mass gatherings. This amendment modifies the date of the fireworks show to July 4, 2021. All other terms of the agreement remain the same, and there is no increase in cost.

High Tech Special Effects, Inc. has been awarded the fireworks contract through competitive bidding each year since 2011.

Please contact the Community Relations Director if you have questions.

Staff Recommendation

Staff recommends City Commission approval of the resolution amending the contract with High Tech Special Effects, Inc. to move the date of the fireworks display to July 4, 2021.

Previous Commission Action

The City Commission previously approved Resolution 2020-19 for an agreement with High Tech Special Effects on March 9, 2020.

Fiscal Impact

Attachments

Resolution 2020-56

Amendment No. 1 to Contract No. 2020-021

RESOLUTION 2020-56

A RESOLUTION OF THE CITY OF BRENTWOOD, TENNESSEE TO AUTHORIZE THE MAYOR TO EXECUTE AN AMENDMENT TO THE AGREEMENT BY AND BETWEEN THE CITY OF BRENTWOOD AND HIGH-TECH SPECIAL EFFECTS, INC. FOR THE INDEPENDENCE DAY FIREWORKS SHOW, A COPY OF SAID AMENDMENT BEING ATTACHED HERETO AND MADE A PART OF THIS RESOLUTION BY REFERENCE

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

SECTION 1. That the Mayor is hereby authorized to execute an amendment to the agreement by and between the City of Brentwood and High-Tech Special Effects, Inc. for the Independence Day fireworks show, a copy of said amendment being attached hereto and made a part of this resolution by reference.

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

MAYOR

Rhea E. Little, III

ADOPTED: _____

Approved as to form:

RECORDER

Holly Earls

CITY ATTORNEY

Kristen L. Corn

AMENDMENT NO. 1 TO CONTRACT FOR PROVIDING FIREWORKS DISPLAY

COB Contract No. 2020-021

THIS AMENDMENT is hereby entered into this _____ day of _____, 20____, by and between the CITY OF BRENTWOOD, TENNESSEE, a municipal corporation, hereinafter called the "City" and HIGH-TECH SPECIAL EFFECTS, INC., hereinafter called "Contractor".

WITNESS:

WHEREAS, City and Contractor entered into a Contract for providing fireworks display ("Contract"), dated March 9, 2020; and

WHEREAS, the scheduled July 4, 2020 event was cancelled due to the COVID-19 crisis; and

WHEREAS, the parties desire to amend the agreement to reschedule the July 4 event until 2021.

NOW THEREFORE, in consideration of these premises and the mutual promises contained herein, it is agreed by and between the parties as follows:

1. The foregoing recitals are incorporated by reference as if fully stated herein.
2. Section 1, Scope and Cost, is amended to read as follows:

"The Contractor shall be responsible for providing a fireworks display for the City of Brentwood's July 4, 2021 event in accordance with and in full compliance with the Scope of Work described in Exhibit A. The work to be done consists of furnishing all labor, materials, supplies, tools and equipment necessary to perform all work and services described in the Contract Documents. Such work shall be performed at a cost of \$15,000.00

This Contract shall commence upon execution and end after performance by both parties, but no later than December 31, 2021, unless terminated earlier in accordance with the provisions hereof. The parties may renew the Contract for fireworks displays for the July 4, 2022 event under the same terms should the Contractor wish to continue and the City is satisfied with the performance of the Contractor. Such renewals may be authorized by City staff and shall be agreed to in writing by the City Manager and the Contractor's representative."

3. Section 18, Time Allowed for Completion, is amended to read as follows:

"Contractor shall be responsible to the City for the proper fulfillment of all terms of this Contract. Contractor shall complete all work contemplated by July 4, 2021, provided that in the event of inclement weather, Act of God, or other unforeseen circumstance, the parties may agree to modify such date. The parties shall determine whether or not the display may be fired safely on the scheduled date and scheduled time. If for any reason beyond Contractor's control, including inclement weather, Contractor is unable to fire the display on the scheduled date or any event for which the City has contracted, the parties shall attempt to negotiate a new display date, which shall be within 60 days of the original display date. If the parties are unable to determine a new display date, the City shall not be liable for any remaining payments."

4. Waiver. Neither party's failure nor delay to exercise any of its rights or powers under this Amendment will constitute or be deemed a waiver or forfeiture of those rights or powers. For a waiver of a right or power to be effective, it must be in writing signed by the waiving party. An effective waiver of a right or power shall not be construed as either (a) a future or continuing waiver of that same right or power, or (b) the waiver of any other right or power.
5. Severability. If any term or provision of the Amendment is held to be illegal or unenforceable, the validity or enforceability of the remainder of the Amendment will not be affected.
6. Precedence. In the event of conflict between this Amendment and the provisions of the previous Contract(s), or any other contract, agreement or other document to which this Amendment may

accompany or incorporate by reference, the provisions of this Amendment will, to the extent of such conflict (or to the extent the Contract is silent), take precedence unless such document expressly states that it is amending this Amendment.

7. Entire Agreement. The Amendment between the parties supersedes any prior or contemporaneous communications, representations or agreements between the parties, whether oral or written, regarding the subject matter of the entire Amendment. The terms and conditions of this Amendment may not be changed except by an amendment expressly referencing this Amendment by section number and signed by an authorized representative of each party.
8. Additions/Modifications. If seeking any addition or modification to the Amendment, the parties agree to reference the specific paragraph number sought to be changed on any future document or purchase order issued in furtherance of the Amendment, however, an omission of the reference to same shall not affect its applicability. In no event shall either party be bound by any terms contained in any purchase order, acknowledgement, or other writings unless: (a) such purchase order, acknowledgement, or other writings specifically refer to the Amendment or to the specific clause they are intended to modify; (b) clearly indicate the intention of both parties to override and modify the Amendment; and (c) such purchase order, acknowledgement, or other writings are signed, with specific material clauses separately initialed, by authorized representatives of both parties.
9. Breach. Upon deliberate breach of the Amendment by either party, the non-breaching party shall be entitled to terminate the Amendment without notice, with all of the remedies it would have in the event of termination and may also have such other remedies as it may be entitled to in law or in equity.
10. Survival. This Amendment shall survive the completion of or any termination of the original contract, revised contract, or agreement or other document to which it may accompany or incorporate by reference.
11. All other provisions of the Agreement dated March 9, 2020, are unchanged and remain in full force and effect.

THE PARTIES HEREBY EXECUTE THIS AMENDMENT.

CITY:

CITY OF BRENTWOOD, TENNESSEE

By: _____
Rhea E. Little, Mayor

Date: _____

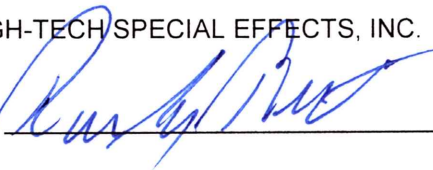
Pursuant to Resolution 2020-_____

Approved as to form and legality:

City Attorney

CONTRACTOR:

HIGH-TECH SPECIAL EFFECTS, INC.

By:  _____

Printed Name: Randy Bant

Title: CEO

Brentwood City Commission Agenda

Meeting Date: 06/22/2020

Resolution 2020-57 - Amending the FY 2020 Annual Procurement List for Materials and Services from Vendors in Amounts Equal to or Exceeding \$10,000

Submitted by: Karen Harper, Finance

Department: Finance

Information

Subject

Resolution 2020-57 - Amending the FY 2020 Annual Procurement List for Materials and Services from Vendors in Amounts Equal to or Exceeding \$10,000.

Background

Prior to the end of the 2020 fiscal year, staff has reviewed the FY 2020 Annual Procurement of Materials and Services from Vendors in Amounts Equal to or Exceeding \$10,000, also known as the "Over \$10,000 List". The list has been updated to reflect actual, rather than estimated, purchases made from vendors over the course of the fiscal year. The City uses the Over \$10,000 List to expedite procurement of products and services that have been approved in the annual budget and typically fall in one of the following categories:

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

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

purchasing systems.

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

For FY 2020, there were two vendors for which actual expenditures exceeded the original estimate.

- Caliber Collision, where expenditures for repairs and maintenance to Police Department vehicles exceeded original estimate by \$14,500.
- G&W Diesel/EVS (Emergency Vehicle Specialist), where expenditures for miscellaneous Fire and Rescue tools and equipment exceeded original estimate by \$17,000.

Cintas and Republic Services are nearing the original estimated amount and will likely exceed the amount by the end of the fiscal year. Also, several vendors had purchases that typically would not have been included on the list; however, the FY 2020 expenditures for these vendors exceeded initial projections.

A complete list of the applicable vendors needing to be amended is attached with explanations provided. Questions may be directed to Finance Director.

Staff Recommendation

Staff recommends approval of the resolution amending the 2020 Annual Procurement of Materials and Services from Vendors in Amounts Equal to or Exceeding \$10,000.

Previous Commission Action

The City Commission approved the FY 2020 Over \$10,000 List on June 25, 2019 via Resolution 2019-61.

Fiscal Impact

Amount : N/A

Source of Funds:

Account Number:

Fiscal Impact:

All purchases made from vendors on the Over \$10,000 List were within originally approved appropriations for the various departments and funds.

Attachments

Resolution 2020-57

RESOLUTION 2020-57

**A RESOLUTION AUTHORIZING AN AMENDMENT TO THE FY 2020 ANNUAL
PROCUREMENT OF MATERIALS AND SERVICES IN AMOUNTS EQUAL TO OR
EXCEEDING \$10,000.00 FROM DESIGNATED VENDORS**

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

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

WHEREAS, the City Commission approved the FY 2020 Annual Procurement of Materials and Services in Amounts Equal to or Exceeding \$10,000 From Designated Vendors on June 25, 2019, pursuant to Resolution 2019-61; and

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

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

SECTION 1. That the amendment to the FY 2020 Annual Procurement of Materials and Services in Amounts Equal to or Exceeding \$10,000.00 from Designated Vendors, as shown on Exhibit A attached hereto, is hereby approved.

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

MAYOR Rhea E. Little, III

ADOPTED: _____

Approved as to form:

RECORDER Holly Earls

CITY ATTORNEY Kristen L. Corn

EXHIBIT A to Resolution 2020-57						
FY 2020 Over \$10,000 List Amendments						
		Original	Revised		Revised	
Vendor	Description	Estimate	Estimate	Overage	Amount	Reason
Caliber Collision	A convenient local provider of maintenance and repairs for Police and Parks Departments vehicles.	20,000	34,500	(14,500)	40,000	Purchases in FY 20 exceeded typical spend with this vendor.
G&W Diesel/EVS (Emergency Vehicle Specialist)	Miscellaneous purchases of Fire and Rescue Department tools and equipment, such as flashlights, nozzles, pike poles, hydrant wrenches, turnout gear, and fire hose.	35,000	52,000	(17,000)	60,000	Purchases in FY 20 exceeded typical spend with this vendor.
Vendors Nearing Estimate						
Cintas	Provides uniforms for the Parks and Public Works Departments as well as rug cleaning for Service Center.	60,000	62,100	(2,100)	63,000	Purchases in FY 20 are expected to exceed typical spend with this vendor.
Republic Services	Solid waste collection for Fire and Rescue, Safety Center East, and Parks Department.	15,000	16,500	(1,500)	17,000	Purchases in FY 20 are expected to exceed typical spend with this vendor.
Vendors to be Added						
Alphagraphics of Franklin	Cumulative purchases of standardized printing of stationary, envelopes, brochures, concert cards, business cards and city-wide newsletters.	less than or equal to \$9,999	13,042	(3,043)	16,000	Services in FY 20 were not expected to exceed \$10,000 with this vendor.
City of Franklin - Storm Water & Sewer	Storm water fees and sewer service provided to the Service Center.	less than or equal to \$9,999	10,542	(543)	12,000	Services in FY 20 were not expected to exceed \$10,000 with this vendor.
Kilgore Electric and Construction	Provides miscellaneous electric supplies and labor to city facilities.	less than or equal to \$9,999	23,434	(13,435)	25,000	Services in FY 20 were not expected to exceed \$10,000 with this vendor.
Servent Fire Protection	Installation of new fire alarm system at Fire Station 2 and Fire Station 4.	less than or equal to \$9,999	19,349	(9,350)	25,000	Services in FY 20 were not expected to exceed \$10,000 with this vendor.
Tennessee Fire Service and Codes	Provides training, food, and lodging for Fire and Rescue staff training.	less than or equal to \$9,999	15,797	(5,798)	18,000	Services in FY 20 were not expected to exceed \$10,000 with this vendor.
Tennessee Municipal League	Annual membership dues	less than or equal to \$9,999	10,000	(1)	10,000	With the special census population at 43,889, annual membership dues increased to \$10,000.

Brentwood City Commission Agenda

Meeting Date: 06/22/2020

Resolution 2020-59 - Agreement with Redwire LLC for Audio-Visual System Installation and Integration in Police Headquarters Facility

Submitted by: Kirk Bednar, Administration

Department: Administration

Information

Subject

Resolution 2020-59 - Agreement with Redwire LLC for Audio-Visual System Installation and Integration in Police Headquarters Facility

Background

As part of the Police Headquarters project, there is a variety of owner provided equipment that is outside of the construction contract with The Parent Company. This includes furniture, technology equipment, and audio-visual system components.

With the assistance of the Architect Workshop design team, staff recently completed a competitive bidding process for the audio-visual system components and integration. The system includes comprehensive integration of audio, video, control, cabling, terminations, distribution frames and networking components. Interface and coordination with the local area network being installed in the building is integral and includes substantial networking integration at the cabling, hardware and software levels.

Four firms submitted bids for this project, with bid amounts ranging from \$305,439.17 up to \$389,336.56 as shown below:

Firm Name	Bid Amount
Redwire, LLC	\$305,439.17
S&L Integrated Systems, LLC	\$359,200.00
The ESB Group, Inc.	\$370,937.00
M3 Technology Group, Inc.	\$389,336.56

The City's Technology Director and the audio-visual consultant on the design team have had discussions with Redwire representatives to ensure they fully understand the scope of work, system requirements, etc. and are capable of fulfilling the contract per their bid. Both are comfortable with Redwire's ability to fulfill the contract services (see attached recommendation letter).

The Redwire bid price of \$305,439.17 is below the project budget allowance of \$350,000 for these services. Given the nature of these services and the potential for minor changes being identified during the installation and integration phase, staff is requesting the City Commission approve funding authorization for an approximately 10% contingency allowance (\$30,000) to facilitate any small scale change orders that might become necessary in the course of the project. This contingency allowance will not be added to the contract and would only be expended upon written approval of a change order by city staff.

Staff Recommendation

Staff recommends approval of the attached Resolution authorizing an agreement with Redwire, LLC in the amount of \$305,439.17 plus funding authorization for a \$30,000 contingency to be used only with written authorization by city staff.

Fiscal Impact

Amount : \$335,439.17

Source of Funds: Capital Projects Fund

Account Number: 311-45200-5028

Fiscal Impact:

The project budget allowance for these services is \$350,000.

Given the nature of these services and the potential for minor changes being identified during the installation phase, staff is requesting the City Commission approve funding authorization for a \$30,000 contingency allowance (approximately 10%) to facilitate any small scale change orders that might become necessary in the course of the project. This contingency allowance will not be added to the contract amount, and would only be expended upon written approval of a change order by city staff.

Attachments

Resolution 2020-59

COB Contract No. 2020-070

Architect Recommendation Letter and Bid Tab

Bid Notice

RESOLUTION 2020-59

**A RESOLUTION OF THE CITY OF BRENTWOOD, TENNESSEE TO
AUTHORIZE THE MAYOR TO EXECUTE AN AGREEMENT BY AND
BETWEEN THE CITY OF BRENTWOOD AND REDWIRE LLC FOR AUDIO-
VISUAL SYSTEM INSTALLATION AND INTEGRATION IN POLICE
HEADQUARTERS FACILITY, A COPY OF SAID AGREEMENT BEING
ATTACHED HERETO AND MADE A PART OF THIS RESOLUTION BY
REFERENCE**

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

SECTION 1. That the Mayor is hereby authorized to execute an agreement by and between the City of Brentwood and Redwire LLC for audio-visual system installation and integration in Police Headquarters facility, a copy of said agreement being attached hereto and made a part of this resolution by reference.

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

MAYOR Rhea E. Little, III

ADOPTED: _____

Approved as to form:

RECORDER Holly Earls

CITY ATTORNEY Kristen L. Corn

AIA[®] Document A151[™] – 2019

Standard Form of Agreement between Owner and Vendor for Furniture, Furnishings, and Equipment (FF&E)

AGREEMENT made as of the first day of July in the year 2020
(In words, indicate day, month, and year.)

BETWEEN the Owner:
(Name, legal status, address, and other information)

City of Brentwood
5211 Maryland Way
Brentwood, TN 37027

and the Vendor:
(Name, legal status, address, and other information)

Redwire, LLC
3404 Tranquil Woods Cove
Collierville, TN 38017

for the following Project:
(Name, location, and detailed description)

City of Brentwood
Public Safety Building
Audio-Visual System Package
COB Contract # 2020-070

The Architect:
(Name, legal status, address, and other information)

The Architect Workshop
700 Melpark Drive
Nashville, TN 37024

The Owner and Vendor agree as follows.

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

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ARTICLE 1 GENERAL PROVISIONS

§ 1.1 Governing Law, including the Uniform Commercial Code

This Agreement is for the sale of goods, specifically furniture, furnishings, and equipment (FF&E), and shall be governed by the law of the place where the Project is located, excluding that jurisdiction's choice of law rule and including the jurisdiction's Uniform Commercial Code (UCC) as adopted. If this Agreement conflicts with terms provided by the UCC, the Agreement shall prevail. If the parties have selected arbitration as the method of binding dispute resolution, the Federal Arbitration Act shall govern Section 14.7.

§ 1.2 The Contract Documents

The Contract Documents are enumerated in Article 15 and consist of this Agreement (including, if applicable, Supplementary and other Conditions of the Contract), Drawings, Specifications, Addenda issued prior to the execution of this Agreement, other documents listed in this Agreement, and Modifications issued after execution of this Agreement. The intent of the Contract Documents is to include all items necessary for the proper execution and completion of the Work by the Vendor. The Contract Documents are complementary, and what is required by one shall be as binding as if required by all. Performance by the Vendor shall be required to the extent consistent with the Contract Documents and reasonably inferable from them as being necessary to produce the indicated results.

§ 1.3 The Contract

The Contract Documents form the Contract for the Work. The Contract represents the entire and integrated agreement between the parties hereto and supersedes all prior proposals, offers, terms and conditions, negotiations, representations, or agreements, either written or oral. The Contract may be amended or modified only by a Modification. The Contract Documents shall not be construed to create a contractual relationship of any kind between any persons or entities other than the Owner and the Vendor. The primary purpose of the Contract is the sale of goods, and any services provided are incidental to such primary purpose.

§ 1.4 Modifications

A Modification is a written amendment to the Contract for changes in the Work signed by both parties or a written order for a minor change in the Work signed by the Architect. A minor change in the Work is a change that is consistent with the intent of the Contract Documents and does not involve an adjustment in the Contract Sum or an extension of the Contract Time.

§ 1.5 The Work

The Work means the Vendor's performance, including the sale of FF&E and any incidental fabrication, shipping, warehousing, delivery, installation, and other items or services required by the Contract Documents and provided, or to be provided, by the Vendor. The Work includes all labor, materials, temporary protection, storage, and equipment necessary to fulfill the Vendor's obligations, except as specifically indicated in the Contract Documents to be the responsibility of others. The Work may constitute the whole or a part of the Project.

§ 1.6 Instruments of Service

Instruments of Service are representations, in any medium of expression now known or later developed, of the tangible and intangible creative work performed by the Architect and the Architect's consultants under their respective professional services agreements. Instruments of Service may include, without limitation, studies, surveys, models, sketches, drawings, specifications, and other similar materials.

§ 1.7 Ownership and Use of Drawings, Specifications, and Other Instruments of Service

§ 1.7.1 The Architect and the Architect's consultants shall be deemed the authors and owners of their respective Instruments of Service, including the Drawings and Specifications, and will retain all common law, statutory, and other reserved rights in their Instruments of Service, including copyrights. The Vendor, sub-vendors, and suppliers shall not own or claim a copyright in the Instruments of Service. Submittal or distribution to meet official regulatory requirements or for other purposes in connection with the Project is not to be construed as publication in derogation of the Architect's or Architect's consultants' reserved rights.

§ 1.7.2 The Vendor, sub-vendors, and suppliers are authorized to use and reproduce the Instruments of Service provided to them, subject to the protocols established pursuant to Sections 1.8 and 1.9, solely and exclusively for execution of the Work. All copies made under this authorization shall bear the copyright notice, if any, shown on the Instruments of Service. The Vendor, sub-vendors, and suppliers may not use the Instruments of Service on other projects, or in connection with additions to this Project outside the scope of the Work without the specific written consent of the Owner, Architect, and the Architect's consultants.

§ 1.8 Digital Data Use and Transmission

The parties shall agree upon protocols governing the transmission and use of Instruments of Service or any other information or documentation in digital form. The parties will use AIA Document E203™-2013, Building Information Modeling and Digital Data Exhibit, to establish the protocols for the development, use, transmission, and exchange of digital data.

§ 1.9 Building Information Models Use and Reliance

Any use of, or reliance on, all or a portion of a building information model without agreement to protocols governing the use of, and reliance on, the information contained in the model and without having those protocols set forth in AIA Document E203™-2013, Building Information Modeling and Digital Data Exhibit, and the requisite AIA Document G202™-2013, Project Building Information Modeling Protocol Form, shall be at the using or relying party's sole risk and without liability to the other party and its vendors or consultants, the authors of, or contributors to, the building information model, and each of their agents and employees.

§ 1.10 Severability

The invalidity of any provision of the Contract Documents shall not invalidate the Contract or its remaining provisions. If it is determined that any provision of the Contract Documents violates any law, or is otherwise invalid or unenforceable, then that provision shall be revised to the extent necessary to make that provision legal and enforceable. In such case the Contract Documents shall be construed, to the fullest extent permitted by law, to give effect to the parties' intentions and purposes in executing the Contract.

§ 1.11 Notice

§ 1.11.1 Except as otherwise provided in Section 1.11.2, where the Contract Documents require one party to notify or give notice to the other party, such notice shall be provided in writing to the designated representative of the party to whom the notice is addressed and shall be deemed to have been duly served if delivered in person, by mail, by courier, or by electronic transmission in accordance with AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, if completed, or as otherwise set forth below:

(If other than in accordance with AIA Document E203–2013, insert requirements for delivering Notice in electronic format such as name, title, and email address of the recipient and whether and how the system will be required to generate a read receipt for the transmission.)

§ 1.11.2 Notice of Claims shall be provided in writing and shall be deemed to have been duly served only if delivered to the designated representative of the party to whom the notice is addressed by certified or registered mail, or by courier providing proof of delivery.

§ 1.12 Assignment of Contract

Neither party to the Contract shall assign the Contract without written consent of the other, except that the Owner may, without consent of the Vendor, assign the Contract to a lender providing financing for the Project if the lender assumes the Owner's rights and obligations under the Contract Documents. The Vendor shall execute all consents reasonably required to facilitate such assignment.

ARTICLE 2 CONTRACT SUM AND PAYMENTS

§ 2.1 Contract Sum

§ 2.1.1 The Owner shall pay the Vendor the Contract Sum in current funds for the Vendor's performance of the Contract. The Contract Sum shall be three hundred five thousand four hundred thirty-nine dollars and seventeen cents (\$ 305,439.17), subject to additions and deductions as provided in the Contract Documents.

§ 2.1.2 Alternates

§ 2.1.2.1 Alternates, if any, included in the Contract Sum:

Item	Price
------	-------

§ 2.1.2.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Agreement. Upon acceptance, the Owner shall issue a Modification to this Agreement.

(Insert below each alternate and the conditions that must be met for the Owner to accept the alternate.)

Item	Price	Conditions for Acceptance
------	-------	---------------------------

§ 2.1.3 Unit prices, if any:

(Identify the item and state the unit price and the quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price per Unit (\$0.00)
QSC NV-32-H Network Video Endpoint	each	\$ 2,000 OTC / \$ 2,600 integrated
QSC Core 110F Unified Core	each	\$ 2,400 OTC / \$ 2,900 integrated
QSC TSC-80w-G2 Touch Screen Controller	each	\$ 900 OTC / \$ 1,500 integrated
QSC TSC-116w-G2 Touch Screen Controller	each	\$ 1,500 OTC / \$ 2,100 integrated

§ 2.1.4 Allowances, if any, included in the Contract Sum:

(Identify each allowance.)

Item	Price
------	-------

§ 2.1.5 Liquidated damages, if any:

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User Notes:

(827208523)

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(Insert terms and conditions for liquidated damages, if any.)

§ 2.1.6 Other:

(Insert provisions for bonus or other incentives, if any, that might result in a change to the Contract Sum.)

§ 2.2 Payments

§ 2.2.1 The Owner shall make payments to the Vendor in conformance with the following payment terms:

(Insert payment terms, such as payment due dates, deposit requirements, and prompt payment discounts, if any.)

5% retainage withheld pending Final Acceptance of the Work. Refer to project specifications for Payment Procedures.

§ 2.2.2 When payment is due pursuant to the payment terms of Section 2.2.1, the Vendor shall submit to the Architect an itemized invoice, supported by data substantiating the Vendor's right to payment.

§ 2.2.3 Except with the Owner's knowledge and consent, the Vendor shall not engage in any activity, or offer any employment, interest, or contribution to the Owner's employees or consultants, that would reasonably appear to compromise the Owner's employees' or consultants' judgment with respect to this Project.

ARTICLE 3 TIME

§ 3.1 Contract Time

§ 3.1.1 Unless otherwise provided, Contract Time is the period of time, including authorized adjustments, allotted in the Contract Documents for completion of the Work. The Contract Time shall be measured from the date of commencement. The term "day" as used in the Contract Documents shall mean calendar day unless otherwise specifically defined.

§ 3.1.2 Time limits stated in the Contract Documents are of the essence of the Contract. By executing this Agreement, the Vendor confirms that the Contract Time is a reasonable period for performing the Work.

§ 3.1.3 If the Vendor is delayed at any time in the commencement or progress of the Work by (1) changes ordered in the Work; (2) labor disputes, fire, unusual delay in deliveries, abnormal adverse weather conditions not reasonably anticipatable, unavoidable casualties, or any causes beyond the Vendor's control; or (3) other causes that the Vendor asserts, and the Architect determines, justify delay, then the Contract Time shall be extended for such reasonable time as the Architect may determine, subject to the provisions of Article 14.

§ 3.1.4 If the Vendor fails to achieve completion of the Work as provided in this Article 3, liquidated damages, if any, shall be assessed as set forth in Section 2.1.5.

§ 3.2 Date of Commencement

The date of commencement of the Work shall be:

(Check one of the following boxes.)

☒ The date of this Agreement.

☐ A date set forth in a notice to proceed issued by the Owner.

☐ Established as follows:

(Insert a date or a means to determine the date of commencement of the Work.)

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of this Agreement.

§ 3.3 Completion

§ 3.3.1 Completion of the Work occurs upon acceptance of all FF&E in the Contract Documents in accordance with Article 8.

§ 3.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Vendor shall achieve completion of the entire Work:

(Check the appropriate box and complete the necessary information.)

☐ Not later than () calendar days from the date of commencement of the Work.

☒ By the following date: **March 21, 2021**

§ 3.3.3 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to completion of the entire Work, the Vendor shall achieve completion of such portions by the following dates:

Portion of Work	Completion Date
-----------------	-----------------

ARTICLE 4 OWNER

§ 4.1 The Owner's Representative

The Owner shall identify a representative authorized to act on behalf of the Owner with respect to the Project. The Owner's representative shall not be changed without ten days' prior notice to the Vendor. The Owner identifies the following representative:

(Name, address, email address, and other information)

Kirk Bednar
City Manager
Brentwood City Hall
5211 Maryland Way
Brentwood, TN 37024

§ 4.2 Information and Services Required of the Owner

§ 4.2.1 The Owner shall retain an architect lawfully licensed to practice architecture, or an entity lawfully practicing architecture, in the jurisdiction where the Project is located. That person or entity is identified as the Architect in the Agreement and is referred to throughout the Contract Documents as if singular in number.

§ 4.2.2 Unless otherwise provided in the Contract Documents, the Owner shall provide

- .1 areas of the Project premises that the Vendor may use to perform the Work;
- .2 access to the Project premises for the Vendor at reasonable times;
- .3 information regarding any restrictions on the use of, or access to, the Project premises;
- .4 suitable space for receipt, inspection, acceptance, and staging of materials and FF&E;
- .5 utilities and facilities on the Project premises and vertical transportation necessary for progress and execution of the Work; and
- .6 a secured premises for storage of FF&E until acceptance.

§ 4.2.3 The Owner shall furnish information or services required of the Owner by the Contract Documents with reasonable promptness. The Owner shall furnish any other information or services under the Owner's control and relevant to the Vendor's performance of the Work with reasonable promptness after receiving the Vendor's written request for such information or services.

ARTICLE 5 VENDOR

§ 5.1 The Vendor's Representative

The Vendor shall identify a representative authorized to act on behalf of the Vendor with respect to the Project. The Vendor's representative shall not be changed without ten days' prior notice to the Owner and Architect. The Vendor identifies the following representative:

Init.

(Name, address, email address, and other information)

Brad Kirby
VP of Operations
brad@redwireav.com
731-676-7263

Steve Tammi
Project Manager
steve@redwireav.com
901-338-2112

§ 5.2 The Vendor shall not be relieved of its obligations to perform the Work in accordance with the Contract Documents by activities or duties of the Architect in the Architect's administration of the Contract.

§ 5.3 The Vendor shall coordinate its Work with the work provided by the Owner and the Owner's other vendors, consultants, and contractors. The Vendor may communicate with the Owner's other vendors, consultants, and contractors, for the purposes of completing the Work. The Vendor shall keep the Owner reasonably informed of any such communications. The Vendor shall be entitled to rely on the accuracy and completeness of work and information furnished by the Owner and the Owner's other vendors, consultants, and contractors. The Vendor shall provide prompt written notice to the Owner if the Vendor becomes aware of any error, omission, or inconsistency in such work or information.

§ 5.4 Review of Contract Documents and Inspection of Project Premises by Vendor

§ 5.4.1 Execution of the Contract by the Vendor is a representation that the Vendor has visited the Project premises, if required in the Contract Documents, and correlated personal observations with requirements of the Contract Documents.

§ 5.4.2 Before starting each portion of the Work, including placing orders for FF&E, the Vendor shall (1) carefully study and compare the various Contract Documents relative to that portion of the Work, as well as the information furnished by the Owner pursuant to Section 4.2; (2) visit and inspect the Project premises in order to gain an understanding of the conditions under which the Work is to be performed; (3) determine availability of facilities for access, delivery, transportation, and staging; (4) determine any restrictions imposed by the Owner and the Owner's separate vendors and contractors; and (5) correlate observations with the requirements of the Contract Documents. The Vendor shall promptly report to the Owner and Architect conditions observed that would impede the Vendor's performance of the Work. The Vendor's obligations to review the Contract Documents are for the purpose of facilitating delivery and installation by the Vendor and are not for the purpose of discovering errors, omissions, or inconsistencies in the Contract Documents; however, the Vendor shall promptly report to the Architect any errors, inconsistencies, or omissions discovered by or made known to the Vendor as a request for information in such form as the Architect may require. It is recognized that the Vendor's review is made in the Vendor's capacity as a vendor and not as a licensed design professional, unless otherwise specifically provided for in the Contract Documents.

§ 5.4.3 The Vendor is not required to ascertain that the Contract Documents are in accordance with applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, but the Vendor shall promptly report to the Architect any nonconformity discovered by or made known to the Vendor as a request for information in such form as the Architect may require.

§ 5.4.4 If the Vendor believes that additional cost or time is involved because of clarifications or instructions the Architect issues in response to the Vendor's notices or requests for information pursuant to Sections 5.4.2 or 5.4.3, the Vendor shall submit Claims as provided in Article 14. If the Vendor fails to perform the obligations of Sections 5.4.2 or 5.4.3, the Vendor shall pay such costs and damages to the Owner, subject to Section 14.12, as would have been avoided if the Vendor had performed such obligations. If the Vendor performs those obligations, the Vendor shall not be liable to the Owner or Architect for damages resulting from errors, inconsistencies, or omissions in the Contract Documents, for differences between field measurements or conditions and the Contract Documents, or for nonconformities of the Contract Documents to applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities.

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§ 5.5 Supervision

§ 5.5.1 The Vendor shall supervise and direct the Work using the Vendor's best skill and attention. The Vendor shall be solely responsible for and have control over the means, methods, techniques, sequences, and procedures of fabrication, shipment, delivery, and installation, and for coordinating all portions of the Work under the Contract, unless the Contract Documents give other specific instructions concerning these matters.

§ 5.5.2 The Vendor shall be responsible to the Owner for acts and omissions of the Vendor's employees, sub-vendors, and their agents and employees, and other persons or entities performing portions of the Work for or on behalf of the Vendor or any of its sub-vendors.

§ 5.5.3 The Vendor shall be responsible for inspection of portions of the Work already performed to determine that such portions are in proper condition for subsequent Work.

§ 5.6 Labor and Materials

§ 5.6.1 Unless otherwise provided in the Contract Documents, the Vendor shall provide and pay for labor, materials, tools, installation equipment and machinery, delivery, and other facilities and services necessary for proper execution and completion of the Work whether temporary or permanent and whether or not incorporated or to be incorporated in the Work.

§ 5.6.2 The Vendor shall enforce strict discipline and good order among the Vendor's employees and other persons carrying out the Work. The Vendor shall not permit employment of unfit persons or persons not skilled in tasks assigned to them.

§ 5.6.3 The Vendor shall make no substitution or change in the Contract Documents unless done in accordance with a Modification, and after providing the Architect notice and a reasonable opportunity to evaluate the proposed substitution or change and consult with the Owner.

§ 5.7 Taxes

The Vendor shall pay sales, consumer, use, and other similar taxes that are legally enacted when quotes are received or negotiations concluded, whether or not yet effective or merely scheduled to go into effect.

§ 5.8 Permits, Fees, Notices, and Compliance with Laws

§ 5.8.1 Unless otherwise provided in the Contract Documents, the Vendor shall secure and pay for permits, fees, licenses, and inspections by government agencies necessary for proper execution and completion of the Work that are customarily secured after execution of the Contract and legally required at the time bids are received or negotiations concluded.

§ 5.8.2 The Vendor shall comply with and give notices required by applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities applicable to performance of the Work. If the Vendor performs Work knowing it to be contrary to applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, the Vendor shall assume appropriate responsibility for such Work and shall bear the costs attributable to correction.

§ 5.9 Allowances

The Vendor shall include in the Contract Sum all allowances stated in the Contract Documents. The Owner shall select items under allowances with reasonable promptness. Allowance amounts shall include the costs to the Vendor of items delivered at the Project premises and all required taxes, less applicable trade discounts. Vendor's costs for unloading and handling at the Project premises, labor, installation, overhead, profit, and other expenses contemplated for stated allowance amounts shall be included in the Contract Sum but not in the allowance. Whenever costs are more than or less than allowances, the Contract Sum shall be adjusted accordingly by Modification. The amount of the Modification shall reflect the difference between actual costs and the allowances under Section 2.1.4.

§ 5.10 Vendor's Schedules

§ 5.10.1 The Vendor, promptly after being awarded the Contract, shall submit for the Owner's and Architect's information a progress schedule for the Work. The schedule shall not exceed time limits current under the Contract Documents, shall be revised at appropriate intervals as required by the progress of the Work and Project, shall be related to the entire Project, and shall provide for expeditious and practicable execution of the Work.

§ 5.10.2 The Vendor shall perform the Work in general accordance with the most recent schedule submitted to the Owner and Architect.

§ 5.10.3 The Vendor's progress schedule shall indicate dates for commencement and completion of phases of the Work within the Contract Time, including dates for order placement, fabrication, shipping, delivery, and installation. The schedule shall indicate other critical dates, such as deadlines for approval of submittals of colors, finishes, and materials. The Vendor shall obtain and submit for the Owner's and the Architect's information written confirmation from sub-vendors of dates of fabrication and delivery.

§ 5.10.4 The Vendor shall cooperate with the Owner and Architect in coordinating the Vendor's progress schedule with those of contractors and separate vendors and with the requirements of the Owner and Architect. The Vendor shall cooperate in determining mutually acceptable dates and times for delivery, installation, and inspection of the Work, and use of services and facilities provided to the Vendor, all to be confirmed in writing within a reasonable time in advance of such dates and times.

§ 5.11 Submittals

§ 5.11.1 The Vendor shall review for compliance with the Contract Documents and submit to the Architect shop drawings, product data, samples, and similar submittals required by the Contract Documents in coordination with the Vendor's progress schedule and in such sequence as to allow the Architect reasonable time for review. By submitting shop drawings, product data, samples, and similar submittals, the Vendor represents to the Owner and Architect that the Vendor has (1) reviewed and approved them; (2) determined and verified materials, field measurements, and field installation criteria related thereto, or will do so; and (3) checked and coordinated the information contained within such submittals with the requirements of the Work and of the Contract Documents. The Work shall be in accordance with approved submittals. Shop drawings, product data, samples and similar submittals are not Contract Documents.

§ 5.11.2 The Vendor shall provide the Owner with available manufacturer's warranty documents, product data, and material safety data sheets.

§ 5.12 Cleaning Up

The Vendor shall keep the Project premises and surrounding area free from accumulation of waste materials and rubbish caused by operations under the Contract. At completion of the Work, the Vendor shall remove waste materials, rubbish, the Vendor's tools, construction equipment, machinery, and surplus material from and about the Project.

§ 5.13 Access to Work

The Vendor shall provide the Owner and Architect with reasonable access to the Work in preparation and progress wherever located.

§ 5.14 Indemnification

§ 5.14.1 To the fullest extent permitted by law, the Vendor shall indemnify and hold harmless the Owner, Architect, Architect's consultants, and **members, officers, directors**, agents and employees of any of them from and against claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from performance of the Work, provided that such claim, damage, loss, or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself), but only to the extent caused by the negligent or wrongful acts or omissions of the Vendor, a sub-vendor, anyone directly or indirectly employed by them, or anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss, or expense is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity which would otherwise exist as to a party or person described in this Section 5.14.1.

§ 5.14.2 In claims against any person or entity indemnified under Section 5.14.1 by an employee of the Vendor, a sub-vendor, anyone directly or indirectly employed by them, or anyone for whose acts they may be liable, the indemnification obligation under Section 5.14.1 shall not be limited by a limitation on amount or type of damages, compensation, or benefits payable by or for the Vendor or sub-vendor under workers' compensation acts, disability benefit acts, or other employee benefit acts.

§ 5.14.3 Provided the Owner has fulfilled its payment obligations under the Contract Documents, the Vendor shall defend and indemnify the Owner from all loss, liability, damage or expense, including reasonable attorney's fees and litigation expenses, arising out of any lien claim or other claim for payment by any sub-vendor or supplier of any tier. Upon receipt

of notice of a lien claim or other claim for payment, the Owner shall notify the Vendor. If approved by the applicable court, when required, the Vendor may substitute a surety bond for the property against which the lien or other claim for payment has been asserted.

ARTICLE 6 TITLE AND RISK OF LOSS

§ 6.1 Title to all FF&E shall be transferred to the Owner upon acceptance in accordance with Article 8.

§ 6.2 The risk of loss with respect to all FF&E provided by the Vendor shall remain with the Vendor, and the Owner has no obligation to insure such FF&E, until acceptance in accordance with Article 8.

ARTICLE 7 DELIVERY AND INSTALLATION

§ 7.1 The Vendor shall deliver FF&E in accordance with the Vendor's progress schedule, or at a time agreed upon by the Owner and Architect, and in accordance with Article 5.

§ 7.2 Delivery and installation of all FF&E shall be made at the Project premises unless otherwise specified in the Contract Documents.

§ 7.3 The Vendor shall coordinate with the Owner regarding the logistics of the Vendor's delivery and installation obligations at the Project premises.

ARTICLE 8 ACCEPTANCE

§ 8.1 The Owner and Architect may conduct a preliminary inspection of FF&E within seven days after its delivery to the Project premises for the purpose of verifying the delivery and quantities. Preliminary inspections shall not constitute acceptance of, taking charge over, or taking control of, such FF&E. The Architect shall report to the Vendor any defects, damage, deficiencies, or nonconformity observed during the preliminary inspection.

§ 8.2 When the Vendor considers the Work, or a portion thereof which the Owner agrees to accept separately, to be complete, the Vendor shall notify the Owner and Architect. The Vendor shall allow the Owner and Architect a reasonable amount of time to inspect the FF&E to determine, based on conformance with the Contract Documents, if it is accepted or rejected in whole or in part. Based on the Architect's recommendation to the Owner and the Owner's own inspection, if any, the Owner shall accept or reject the FF&E, in whole or in part.

§ 8.3 If the Owner rejects any of the FF&E, the Owner, or the Architect acting on behalf of the Owner, shall notify the Vendor within seven days of the date of inspection, specifying the basis for such rejection. Upon rejection, the Vendor shall provide a remedy and evidence of arrangements to accomplish such remedy. The Owner shall allow the Vendor a reasonable amount of time to remedy the rejected FF&E. When the Vendor considers the remedied FF&E to be complete, the parties shall follow the procedures set forth in Section 8.2. If the Owner rejects any of the FF&E for a second time, the Owner shall promptly notify the Vendor and the Vendor shall promptly remove the rejected FF&E from the Project premises and refund payments made for such rejected goods to the Owner. If the Vendor disagrees with an Owner's rejection, the Vendor may make a claim.

§ 8.4 FF&E not inspected in accordance with Section 8.2 or rejected in accordance with Section 8.3 shall be deemed accepted.

§ 8.5 The Owner's acceptance under this Article 8 cannot be revoked; however, the provisions of this Article 8 do not preclude recovery of damages as provided by law. The Owner's acceptance, or failure to discover a Vendor's breach after acceptance, shall not bar the Owner from making claims in accordance with Article 14 or from remedies and damages due to the Vendor's breach of this Agreement, including the Vendor's breach of warranties in Article 9.

ARTICLE 9 WARRANTIES

§ 9.1 The Vendor warrants to the Owner that the FF&E furnished under the Contract will be of good quality and new unless the Contract Documents require or permit otherwise. The Vendor further warrants that the FF&E will conform to the requirements of the Contract Documents. FF&E not conforming to these requirements may be considered defective. The Vendor's warranty excludes remedy for damage or defect caused by abuse, alterations to the FF&E not executed by the Vendor, improper or insufficient maintenance, improper operation, or normal wear and tear and normal usage.

§ 9.2 The Vendor assigns to the Owner all FF&E manufacturers' warranties and guarantees upon acceptance in accordance with Article 8.

§ 9.3 The Vendor hereby provides to the Owner all warranties relating to the FF&E implied by law, including the warranty of merchantability and warranty of fitness for a particular purpose.

§ 9.4 The Vendor acknowledges that no exclusion of, or limitation on, warranties contained in any proposal, product literature, or other submittal shall affect the warranties provided in this Article 9.

ARTICLE 10 ARCHITECT

§ 10.1 The Architect will provide administration of the Contract as described in the Contract Documents and will be an Owner's representative during the Vendor's performance, and until completion, of the Work. The Architect will have authority to act on behalf of the Owner only to the extent provided in the Contract Documents, unless otherwise modified in writing in accordance with other provisions of the Contract.

§ 10.2 Except as otherwise provided in the Contract Documents or when direct communications have been specially authorized, the Owner and Vendor shall endeavor to communicate with each other through the Architect about matters arising out of or relating to the Contract. Communications by and with the Architect's consultants shall be through the Architect. Communications by and with sub-vendors and suppliers shall be through the Vendor. Communications by and with separate vendors shall be through the Owner. The Contract Documents may specify other communication protocols.

§ 10.3 The Architect will assist the Owner in coordinating schedules for fabrication, delivery, and installation of the Work, but will not be responsible for failure of the Vendor or a sub-vendor to meet schedules for completion or to perform their respective duties and responsibilities in conformance with applicable schedules.

§ 10.4 The Architect will visit the Project premises at intervals appropriate to the stage of the Work, or as otherwise agreed with the Owner, to become generally familiar with, and to keep the Owner informed about, the progress and quality of the portion of the Work completed, and to determine, in general, if the Work observed is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. The Architect will not have control over, charge of, or responsibility for, the means, methods, techniques, sequences, or procedures of fabrication, shipment, delivery, storage, or installation, or for the safety precautions and programs in connection with the Work, as these are solely the Vendor's rights and responsibilities under the Contract Documents.

§ 10.5 The Architect may order minor changes in the Work. The Architect's order for minor changes shall be in writing. If the Vendor believes that the proposed minor change in the Work will affect the Contract Sum or Contract Time, the Vendor shall notify the Architect and shall not proceed to implement the change in the Work. If the Vendor performs the Work set forth in the Architect's order for a minor change without prior notice to the Architect that such change will affect the Contract Sum or Contract Time, the Vendor waives any adjustment to the Contract Sum or extension of the Contract Time.

§ 10.6 The Architect will conduct inspections of FF&E and provide recommendations as set forth in Article 8. Pursuant to Article 8, the Architect is only responsible for identifying defects, deficiencies, or nonconformities that the Architect actually observes, or reasonably should observe, during its inspections. The Architect is not required to make exhaustive or continuous inspections to fulfill its responsibilities in Article 8 and has no responsibility to discover latent defects.

§ 10.7 The Architect will review and approve or take other appropriate action upon the Vendor's submittals such as shop drawings, product data, and samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents.

ARTICLE 11 RELATED ACTIVITIES OF OWNER OR OF SEPARATE VENDORS

§ 11.1 The Owner shall coordinate the activities of the Owner's own forces and of each separate vendor or contractor, if any, with the Work.

§ 11.2 If the Work depends for proper execution or results upon activities by the Owner or a separate vendor or contractor, the Vendor shall, prior to proceeding with that portion of the Work, promptly report to the Owner and Architect apparent discrepancies or defects in, or arising from, the activities of the Owner or separate vendors or contractors, that would

impede the Vendor in achieving proper execution and results. If the Vendor fails to report reasonably discoverable discrepancies or defects, it shall be responsible for deficiencies or defects in its Work due to such deficiencies or defects.

§ 11.3 The Vendor shall reimburse the Owner for costs the Owner incurs that are payable to a separate vendor or contractor because of the Vendor's delays, improperly timed activities, or damage to the work of a separate vendor or contractor. The Owner shall be responsible to the Vendor for costs the Vendor incurs because of the delays, improperly timed activities, or damage to the Work caused by a separate vendor or contractor.

§ 11.4 If a dispute arises among the Vendor, separate vendors, or contractors, and the Owner as to the responsibility under their respective contracts for maintaining the Project premises and surrounding area free from waste materials and rubbish, the Owner may clean up and the Architect will allocate the cost among those responsible.

ARTICLE 12 PROTECTION OF PERSONS AND PROPERTY

§ 12.1 Safety Precautions and Programs

The Vendor shall be responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the performance of the Contract. The Vendor shall take reasonable precautions for safety of, and shall provide reasonable protection to prevent damage, injury, or loss to

- .1 employees on the Work and other persons who may be affected thereby;
- .2 the Work, and materials and FF&E to be incorporated therein, whether in storage on or off the Project premises, under care, custody, or control of the Vendor or sub-vendors; and
- .3 other property at the Project premises or adjacent thereto.

The Vendor shall comply with, and give notices required by, applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities bearing on safety of persons and property and their protection from damage, injury, or loss. The Vendor shall promptly remedy damage and loss to property caused in whole or in part by the Vendor, sub-vendors, or anyone directly or indirectly employed by any of them, or by anyone for whose acts they may be liable and for which the Vendor is responsible under Sections 12.1.2 and 12.1.3. The Vendor may make a claim for the cost to remedy the damage or loss to the extent such damage or loss is attributable to acts or omissions of the Owner or Architect, or of anyone for whose acts either of them may be liable, and not attributable to the fault or negligence of the Vendor. The foregoing obligations of the Vendor are in addition to the Vendor's obligations under Section 5.14.

§ 12.2 Hazardous Materials and Substances

§ 12.2.1 The Vendor is responsible for compliance with the requirements of the Contract Documents regarding hazardous materials or substances. If the Vendor encounters a hazardous material or substance not addressed in the Contract Documents, and if reasonable precautions will be inadequate to prevent foreseeable bodily injury or death to persons resulting from a material or substance, including but not limited to asbestos or polychlorinated biphenyl (PCB), encountered on the Project premises by the Vendor, the Vendor shall, upon recognizing the condition, immediately stop Work in the affected area and notify the Owner and Architect of the condition. When the material or substance has been rendered harmless, Work in the affected area shall resume upon written agreement of the Owner and Vendor. By written agreement between the Owner and Vendor, the Contract Time shall be extended appropriately, and the Contract Sum shall be increased in the amount of the Vendor's reasonable additional costs of shutdown, delay, and start-up.

§ 12.2.2 To the fullest extent permitted by law, the Owner shall indemnify and hold harmless the Vendor, sub-vendors, Architect, Architect's consultants, and agents and employees of any of them from and against claims, damages, losses, and expenses, including but not limited to attorneys' fees, arising out of or resulting from performance of the Work in the affected area, if in fact, the material or substance presents the risk of bodily injury or death as described in Section 12.2.1 and has not been rendered harmless, provided that such claim, damage, loss, or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself), except to the extent that such damage, loss, or expense is due to the fault or negligence of the party seeking indemnity.

§ 12.2.3 If, without negligence on the part of the Vendor, the Vendor is held liable by a government agency for the cost of remediation of a hazardous material or substance solely by reason of performing Work as required by the Contract Documents, the Owner shall indemnify the Vendor for all cost and expense thereby incurred.

ARTICLE 13 INSURANCE

§ 13.1 The Vendor shall purchase and maintain insurance of the types and limits of liability, containing the endorsements, and subject to the terms and conditions, as described in this Article 13 or elsewhere in the Contract Documents. The

Vendor shall purchase and maintain the insurance required by this Agreement from an insurance company or insurance companies lawfully authorized to issue insurance in the jurisdiction where the Project is located. The Vendor shall maintain the required insurance from the date of commencement of the Work to the date of completion of the Work, unless a different duration is stated below.

§ 13.2 Commercial General Liability insurance for the Project written on an occurrence form with policy limits of not less than one million dollars (\$ 1,000,000) each occurrence, two million dollars (\$ 2,000,000) general aggregate, and two million dollars (\$ 2,000,000) aggregate for products-completed operations hazard, providing coverage for claims including

- .1 damages because of bodily injury, sickness or disease, including occupational sickness or disease, and death of any person;
- .2 personal and advertising injury;
- .3 damages because of physical damage to or destruction of tangible property, including the loss of use of such property;
- .4 bodily injury or property damage arising out of completed operations; and
- .5 the Vendor's indemnity obligations under Section 5.14.

§ 13.3 Automobile Liability covering vehicles owned by the Vendor and non-owned vehicles used by the Vendor, with policy limits of not less than two million dollars (\$ 2,000,000) per accident, for bodily injury, death of any person, and property damage arising out of the ownership, maintenance, and use of those motor vehicles along with any other statutorily required automobile coverage.

§ 13.4 The Vendor may achieve the required limits and coverage for Commercial General Liability and Automobile Liability through a combination of primary and excess or umbrella liability insurance, provided such primary and excess or umbrella insurance policies result in the same or greater coverage as those required under Sections 13.2 and 13.3, and in no event shall any excess or umbrella liability insurance provide narrower coverage than the primary policy. The excess policy shall not require the exhaustion of the underlying limits only through the actual payment by the underlying insurers.

§ 13.5 Workers' Compensation at statutory limits.

§ 13.6 Employers' Liability with policy limits not less than one million dollars (\$ 1,000,000) each accident, one million dollars (\$ 1,000,000) each employee, and one million dollars (\$ 1,000,000) policy limit.

§ 13.7 If the Vendor is required to furnish professional services as part of the Work, the Vendor shall procure Professional Liability insurance covering performance of the professional services, with policy limits of not less than one million dollars (\$ 1,000,000) per claim and two million dollars (\$ 2,000,000) in the aggregate.

§ 13.8 The Vendor shall provide certificates of insurance acceptable to the Owner evidencing compliance with the requirements in this Article 13 at the following times: (1) prior to commencement of the Work; (2) upon renewal or replacement of each required policy of insurance; and (3) upon the Owner's written request. An additional certificate evidencing continuation of liability coverage, including coverage for completed operations, shall be submitted with the final invoice and thereafter upon renewal or replacement of such coverage until the expiration of the period required by Section 13.1. The certificates will show the Owner as an additional insured on the Vendor's Commercial General Liability and excess or umbrella liability policy.

§ 13.9 The Vendor shall disclose to the Owner any deductible or self-insured retentions applicable to any insurance required to be provided by the Vendor.

§ 13.10 To the fullest extent permitted by law, the Vendor shall cause the commercial liability coverage required by this Article 13 to include (1) the Owner, the Architect, and the Architect's Consultants as additional insureds for claims caused in whole or in part by the Vendor's negligent acts or omissions during the Vendor's operations; and (2) the Owner as an additional insured for claims caused in whole or in part by the Vendor's negligent acts or omissions for which loss occurs during completed operations. The additional insured coverage shall be primary and non-contributory to any of the Owner's general liability insurance policies and shall apply to both ongoing and completed operations. To the extent commercially available, the additional insured coverage shall be no less than that provided by Insurance Services Office, Inc. (ISO) forms CG 20 10 07 04, CG 20 37 07 04, and, with respect to the Architect and the Architect's Consultants, CG 20 32 07 04.

§ 13.11 Within three (3) business days of the date the Vendor becomes aware of an impending or actual cancellation or expiration of any insurance required by this Article 13, the Vendor shall provide notice to the Owner of such impending or actual cancellation or expiration. Upon receipt of notice from the Vendor, the Owner shall, unless the lapse in coverage arises from an act or omission of the Owner, have the right to stop the Work until the lapse in coverage has been cured by the procurement of replacement coverage by the Vendor. The furnishing of notice by the Vendor shall not relieve the Vendor of any contractual obligation to provide any required coverage.

§ 13.12 Other Insurance Provided by the Vendor

(List below any other insurance coverage to be provided by the Vendor and any applicable limits.)

Coverage

Limits

§ 13.13 Waiver of Subrogation

§ 13.13.1 The Owner and Vendor waive all rights against (1) each other and any of their sub-vendors, agents, and employees, each of the other; (2) the Architect and Architect's consultants; and (3) separate vendors or contractors, if any, and any of their sub-vendors, subcontractors, sub-subcontractors, agents, and employees, for damages caused by fire, or other causes of loss, to the extent those losses are covered by property insurance required by this Agreement or other property insurance applicable to the Project, except such rights as they have to proceeds of such insurance. The Owner or Vendor, as appropriate, shall require similar written waivers in favor of the individuals and entities identified above from the Architect, Architect's consultants, separate vendors and contractors, and sub-vendors, subcontractors, and sub-subcontractors. The policies of insurance purchased and maintained by each person or entity agreeing to waive claims pursuant to this Section 13.13.1 shall not prohibit this waiver of subrogation. This waiver of subrogation shall be effective as to a person or entity (1) even though that person or entity would otherwise have a duty of indemnification, contractual, or otherwise, (2) even though that person or entity did not pay the insurance premium directly or indirectly, or (3) whether or not the person or entity had an insurable interest in the damaged property.

§ 13.13.2 A loss insured under the Owner's property insurance shall be adjusted by the Owner as fiduciary and made payable to the Owner as fiduciary for the insureds, as their interests may appear, subject to requirements of any applicable mortgagee clause. The Owner shall pay the Architect and Vendor their just shares of insurance proceeds received by the Owner, and by appropriate agreements, written where legally required for validity, the Architect and Vendor shall make payments to their consultants and sub-vendors in similar manner.

ARTICLE 14 CLAIMS AND DISPUTES

§ 14.1 Binding Dispute Resolution

For any claim subject to, but not resolved by, mediation pursuant to Section 14.6, the method of binding dispute resolution shall be as follows:

(Check the appropriate box.)

☐ Arbitration pursuant to Section 14.7 of this Agreement

☒ Litigation in a court of competent jurisdiction

☐ Other *(Specify)*

If the Owner and Vendor do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, claims will be resolved in a court of competent jurisdiction.

§ 14.2 Claims, disputes, and other matters in question arising out of or relating to this Contract, including those alleging an error or omission by the Architect but excluding those arising under Section 12.2, shall be referred initially to the Architect for decision. Such matters, except those waived as provided for in Section 14.12, shall, after initial decision by the Architect or 30 days after submission of the matter to the Architect, be subject to mediation as a condition precedent to binding dispute resolution.

Init.

§ 14.3 Notice of Claims

Claims by either the Owner or Vendor shall be initiated by notice to the other party in accordance with Section 1.11.2.

(Paragraphs deleted)

§ 14.5 If a claim, dispute, or other matter in question relates to or is the subject of a mechanic's lien, the party asserting such matter may proceed in accordance with applicable law to comply with the lien procedures, including notice or filing deadlines.

§ 14.6 The parties shall endeavor to resolve their disputes by mediation which shall be a condition precedent to the commandment of litigation. A request for mediation shall be made in writing, delivered to the other party to this Agreement. The request may be made not concurrently with the a lawsuit but such mediation shall proceed in advance of litigation, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order. The mediator shall be agreed upon by the parties. If no agreement is reached as to the mediator, either party may commence litigation and request that the judge presiding over the lawsuit appoint a mediator.

(Paragraphs deleted)

§ 14.11 Continuing Contract Performance

Pending final resolution of a Claim, except as otherwise agreed in writing, the Vendor shall proceed diligently with performance of the Contract and the Owner shall continue to make payments in accordance with the Contract Documents.

(Paragraphs deleted)

ARTICLE 15 ENUMERATION OF CONTRACT DOCUMENTS

§ 15.1 The Contract Documents are defined in Article 1 and, except for Modifications issued after execution of this Agreement, are enumerated in the sections below.

§ 15.2 The Agreement is this executed AIA Document A151™-2019, Standard Form of Agreement Between Owner and Vendor for Furniture, Furnishings, and Equipment.

(Paragraphs deleted)

§ 15.4 The Specifications:

(Either list the Specifications here or refer to an exhibit attached to this Agreement.)

Entirety of specifications dated May 15, 2020, all sections

Section	Title	Date	Pages
---------	-------	------	-------

§ 15.5 The Drawings:

(Either list the Drawings here or refer to an exhibit attached to this Agreement.)

Entirety of drawings dated May 15, 2020

Number	Title	Date
--------	-------	------

§ 15.6 The Addenda, if any:

Number	Date	Pages
01	1 June 2020	All

Portions of Addenda relating to quotations or proposal requirements are not part of the Contract Documents unless the quotation or proposal requirements are enumerated in this Article 15.

§ 15.7 Additional documents, if any, forming part of the Contract Documents:

.1 Other Exhibits:

(Check all boxes that apply.)

☐ The Sustainability Plan:

Title	Date	Pages
-------	------	-------

☐ Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages
----------	-------	------	-------

.2 Other documents, if any, listed below:

(List here any additional documents that are intended to form part of the Contract Documents.)

Bid Form Exhibit A
Bid Form Exhibit B

This Agreement entered into as of the day and year first written above.

OWNER (Signature)

Rhea E. Little, III Mayor, City of Brentwood
(Printed name and title)

VENDOR (Signature)

Stephen Roberts Assistant General Manager
(Printed name and title)

Additions and Deletions Report for

AIA® Document A151™ – 2019

This Additions and Deletions Report, as defined on page 1 of the associated document, reproduces below all text the author has added to the standard form AIA document in order to complete it, as well as any text the author may have added to or deleted from the original AIA text. Added text is shown underlined. Deleted text is indicated with a horizontal line through the original AIA text.

Note: This Additions and Deletions Report is provided for information purposes only and is not incorporated into or constitute any part of the associated AIA document. This Additions and Deletions Report and its associated document were generated simultaneously by AIA software at 08:28:10 ET on 06/16/2020.

PAGE 1

AGREEMENT made as of the first day of July in the year 2020

...

City of Brentwood
5211 Maryland Way
Brentwood, TN 37027

...

Redwire, LLC
3404 Tranquil Woods Cove
Collierville, TN 38017

...

City of Brentwood
Public Safety Building
Audio-Visual System Package
COB Contract # 2020-070

...

The Architect Workshop
700 Melpark Drive
Nashville, TN 37024

PAGE 4

§ 2.1.1 The Owner shall pay the Vendor the Contract Sum in current funds for the Vendor's performance of the Contract. The Contract Sum shall be three hundred five thousand four hundred thirty-nine dollars and seventeen cents (\$ 305,439.17), subject to additions and deductions as provided in the Contract Documents.

...

<u>QSC NV-32-H Network Video Endpoint</u>	<u>each</u>	<u>\$ 2,000 OTC / \$ 2,600 integrated</u>
<u>QSC Core 110F Unified Core</u>	<u>each</u>	<u>\$ 2,400 OTC / \$ 2,900 integrated</u>
<u>QSC TSC-80w-G2 Touch Screen Controller</u>	<u>each</u>	<u>\$ 900 OTC / \$ 1,500 integrated</u>
<u>QSC TSC-116w-G2 Touch Screen Controller</u>	<u>each</u>	<u>\$ 1,500 OTC / \$ 2,100 integrated</u>

PAGE 5

5% retainage withheld pending Final Acceptance of the Work. Refer to project specifications for Payment Procedures.

§ 2.2.2 When payment is due pursuant to the payment terms of Section 2.2.1, the Vendor shall submit to the ~~Owner~~ **Architect** an itemized invoice, supported by data substantiating the Vendor's right to payment.

...

☒ The date of this Agreement.

PAGE 6

☒ By the following date: **March 21, 2021**

...

Kirk Bednar
City Manager
Brentwood City Hall
5211 Maryland Way
Brentwood, TN 37024

PAGE 7

Brad Kirby
VP of Operations
brad@redwireav.com
731-676-7263
Steve Tammi
Project Manager
steve@redwireav.com
901-338-2112

PAGE 9

§ 5.14.1 To the fullest extent permitted by law, the Vendor shall indemnify and hold harmless the Owner, Architect, Architect's consultants, and **members, officers, directors,** agents and employees of any of them from and against claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from performance of the Work, provided that such claim, damage, loss, or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself), but only to the extent caused by the negligent **or wrongful** acts or omissions of the Vendor, a sub-vendor, anyone directly or indirectly employed by them, or anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss, or expense is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity which would otherwise exist as to a party or person described in this Section 5.14.1.

PAGE 13

§ 13.2 Commercial General Liability insurance for the Project written on an occurrence form with policy limits of not less than one million dollars (\$ 1,000,000) each occurrence, two million dollars (\$ 2,000,000) general aggregate, and two million dollars (\$ 2,000,000) aggregate for products-completed operations hazard, providing coverage for claims including

...

§ 13.3 Automobile Liability covering vehicles owned by the Vendor and non-owned vehicles used by the Vendor, with policy limits of not less than two million dollars (\$ 2,000,000) per accident, for bodily injury, death of any person, and property damage arising out of the ownership, maintenance, and use of those motor vehicles along with any other statutorily required automobile coverage.

...

§ 13.6 Employers' Liability with policy limits not less than one million dollars (\$ 1,000,000) each accident, one million dollars (\$ 1,000,000) each employee, and one million dollars (\$ 1,000,000) policy limit.

§ 13.7 If the Vendor is required to furnish professional services as part of the Work, the Vendor shall procure Professional Liability insurance covering performance of the professional services, with policy limits of not less than one million dollars (\$ 1,000,000) per claim and two million dollars (\$ 2,000,000) in the aggregate.

PAGE 14

☒ [X] Litigation in a court of competent jurisdiction

PAGE 15

§ 14.4 Time Limits on Claims

~~The Owner and Vendor shall commence all claims and causes of action against the other and arising out of or related to the Contract in accordance with the requirements of the final dispute resolution method selected in this Agreement, whether in contract, tort, breach of warranty, or otherwise, within the period specified by applicable law, but in any case not more than 10 years after the date of completion of the Work. The Owner and Vendor waive all claims and causes of action not commenced in accordance with this Section 14.4.~~

§ 14.6 The parties shall endeavor to resolve their disputes by mediation ~~which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with their Construction Industry Mediation Procedures in effect on the date of this Agreement, which shall be a condition precedent to the commandment of litigation.~~ A request for mediation shall be made in writing, delivered to the other party to this Agreement, and filed with the person or entity administering the mediation. ~~The request may be made concurrently with the binding dispute resolution proceedings but, in such event, Agreement. The request may be made not concurrently with the a lawsuit but such~~ mediation shall proceed in advance of ~~binding dispute resolution proceedings, litigation,~~ which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order. ~~If an arbitration is stayed pursuant to this Section, the parties may nonetheless proceed to the selection of the arbitrator(s) and agree upon a schedule for later proceedings. The mediator shall be agreed upon by the parties. If no agreement is reached as to the mediator, either party may commence litigation and request that the judge presiding over the lawsuit appoint a mediator.~~

§ 14.7 If the parties have selected arbitration as the method for binding dispute resolution in this Agreement, any claim, subject to, but not resolved by, mediation shall be subject to arbitration which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association, in accordance with the Construction Industry Arbitration Rules in effect on the date of this Agreement. Demand for arbitration shall be made in writing, delivered to the other party to the Contract, and filed with the person or entity administering the arbitration. The award rendered by the arbitrator or arbitrators shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.

§ 14.8 Subject to the rules of the American Arbitration Association or other applicable arbitration rules, either party, at its sole discretion, may consolidate an arbitration conducted under this Agreement with any other arbitration to which it is a party provided that (1) the arbitration agreement governing the other arbitration permits consolidation; (2) the arbitrations to be consolidated substantially involve common questions of law or fact; and (3) the arbitrations employ materially similar procedural rules and methods for selecting arbitrator(s).

§ 14.9 Subject to the rules of the American Arbitration Association or other applicable arbitration rules, any party to an arbitration may include by joinder persons or entities substantially involved in a common question of law or fact whose presence is required if complete relief is to be accorded in arbitration provided that the party sought to be joined consents in writing to such joinder. Consent to arbitration involving an additional person or entity shall not constitute consent to arbitration of a Claim not described in the written Consent.

§ 14.10 The foregoing agreement to arbitrate and other agreements to arbitrate with an additional person or entity duly consented to by parties to this Agreement shall be specifically enforceable under applicable law in any court having jurisdiction thereof.

...

§ 14.12 Waiver of Claims for Consequential Damages

The Vendor and Owner waive claims against each other for consequential damages arising out of or relating to this Contract. This mutual waiver includes

- .1 damages incurred by the Owner for rental expenses, for losses of use, income, profit, financing, business and reputation, and for loss of management or employee productivity or of the services of such persons; and
- .2 damages incurred by the Vendor for principal office expenses including the compensation of personnel stationed there, for losses of financing, business, and reputation, and for loss of profit except anticipated profit arising directly from the Work.

This mutual waiver is applicable, without limitation, to all consequential damages. Nothing contained in this Section 14.12 shall be deemed to preclude an assessment of liquidated damages, when applicable, in accordance with the requirements of the Contract Documents.

...

§ 15.3 AIA Document E203™ 2013, Building Information Modeling and Digital Data Exhibit, dated as indicated below:

(Insert the date of the E203 2013 incorporated into this Agreement.)

...

Entirety of specifications dated May 15, 2020, all sections

PAGE 16

Entirety of drawings dated May 15, 2020

...

01

1 June 2020

All

...

Bid Form Exhibit A
Bid Form Exhibit B

...

Rhea E. Little, III Mayor, City of Brentwood

Stephen Roberts Assistant General Manager

Certification of Document's Authenticity

AIA® Document D401™ – 2003

I, Cary Sweat, hereby certify, to the best of my knowledge, information and belief, that I created the attached final document simultaneously with its associated Additions and Deletions Report and this certification at 08:28:10 ET on 06/16/2020 under Order No. 6025521930 from AIA Contract Documents software and that in preparing the attached final document I made no changes to the original text of AIA® Document A151™ – 2019, Standard Form of Agreement between Owner and Vendor for Furniture, Furnishings, and Equipment (FF&E), as published by the AIA in its software, other than those additions and deletions shown in the associated Additions and Deletions Report.

(Signed)

(Title)

(Dated)

15 June 2020

Mr. Kirk Bednar | Brentwood City Manager
Brentwood City Hall
5211 Maryland Way
Brentwood, TN 37027
email: Kirk.Bednar@brentwoodtn.gov

City of Brentwood

Public Safety Building

Audio-Visual Package

ARCHITECT'S LETTER OF RECOMMENDATION TO AWARD CONTRACT

Mr. Bednar,

As you are aware, the architect workshop recently assisted in the receipt of bids for the Audio-Visual System Package for the new Brentwood Public Safety Building on Heritage Way. I am now writing in recommendation of awarding the contract for this work to Redwire LLC.

Redwire's bid was the lowest cost among the bidders and within the established budget (our bid tabulation is attached summarizing received bids). Following the bid opening, our A/V designer and Brentwood's technology director spoke with representatives of Redwire to confirm their understanding of the project's requirements. We have also confirmed that they are a licensed installer of the A/V control system requested by the city. And last, we have contacted past client references and received only positive responses. Redwire is based in Collierville, TN, and report having staff resources in Nashville.

With these steps taken, we are satisfied in recommending that the City of Brentwood accept Redwire's bid and award them the contract for this project. Upon approval by the Brentwood City Commission, we offer to facilitate execution of the contract and receipt of the contractor's bond documents. Redwire has reviewed and approved the contract with no revisions. We therefore anticipate these final steps will occur smoothly.

As always, we appreciate the opportunity to work with you. Please contact me if you would like additional information. Thank you for your time.



Cary Sweat
the architect **WORKSHOP**

Attachments:
Bid Tab (4 June 2020)

Bid Tabulation

City of Brentwood
Public Safety Building
Audio-Visual System Package

4 June 2020

Bidder	Required documents	Base Bid	Days	Adjustments
<u>The ESB Group, Inc</u> Lic: 71053 Class: S-Low Voltage E Exp: 31 May 2021	✕ Bid form	\$ 370,937	n/a	Unit Price 1: \$ 1,900 / 2,200
	✕ Exhibit A			Unit Price 2: < not provided >
	✕ Exhibit B			Unit Price 3: \$ 900 / 1,200
	✕ Bid bond + PoA			Unit Price 4: \$ 1,500 / 1,800
<u>M3 Tech. Group, Inc</u> Lic: 00049943 Class: CE-D Exp: 31 Jan 2021	✕ Bid form	\$ 389,336.56	n/a	Unit Price 1: \$ 2,235.29 / 2,999.00
	✕ Exhibit A			Unit Price 2: \$ 2,352.94 / 2,999.00
	✕ Exhibit B			Unit Price 3: \$ 1,058.82 / 1,699.00
	✕ Bid bond + PoA			Unit Price 4: \$ 1,764.71 / 2,399.00
<u>Redwire, LLC</u> Lic: 73750 Class: S-Audio Vis Sys Exp: 31 Jul 2021	✕ Bid form	\$ 305,439.17	n/a	Unit Price 1: \$ 2,000 / 2,600
	✕ Exhibit A			Unit Price 2: \$ 2,400 / 2,900
	✕ Exhibit B			Unit Price 3: \$ 900 / 1,500
	✕ Bid bond + PoA			Unit Price 4: \$ 1,500 / 2,100
<u>S&L Integrated Systems, LLC</u> Lic: 74496 Class: S-Audio Vis Sys Exp: 31 Mar 2022	✕ Bid form	\$ 359,200.00	n/a	Unit Price 1: \$ 2,375 / 2,545
	✕ Exhibit A			Unit Price 2: \$ 2,500 / 2,840
	✕ Exhibit B			Unit Price 3: \$ 1,125 / 1,465
	✕ Bid bond + PoA			Unit Price 4: \$ 1,875 / 2,215

1718

INVITATION TO BID

City of Brentwood Public Safety Building Audio-Visual System Package

8 MAY 2020

The CITY OF BRENTWOOD, TENNESSEE, invites you to submit a proposal for the work included in the following description and as more fully detailed in the Bidding Documents.

project summary

Work includes the integration of Audio-Visual Systems throughout the Police and Emergency Communications facility, currently under construction. The system includes comprehensive integration of audio, video, control, cabling, terminations, distribution frames and networking components. Interface and coordination with the site LAN is integral and includes substantial networking integration at the cabling, hardware and software levels. The AV Contractor is required to perform the work as a turn-key system integration, while simultaneously coordinating integration with the electrical infrastructure, systems provided by others, and the content delivery systems operated by the end-user.

project location

Brentwood Police Department
910 Heritage Way
Brentwood, TN 37027

architect

the architect WORKSHOP
700 Melpark Drive
Nashville, TN 37024
e: bidding@thearchitectworkshop.net
p: 615.750.3137

Bid documents are available in electronic PDF format by registering via email to the architect. Direct all questions to the architect.

An online Pre-Bid Conference will be held online on May 21, 2020, at 3:00 pm local time. Conference invitations will be sent to all registered bidders.

Sealed proposals must be received by June 4, 2020, at 3:00 pm local time, delivered to:

Brentwood City Hall
5211 Maryland Way
Office of City Manager
Brentwood, TN 37027

All proposals must be complete and submitted using the Bid Form provided in bid documents. No bids can be received via email or fax.

A Bid Bond and a Performance Bond will be required.

Brentwood City Commission Agenda

Meeting Date: 06/22/2020

Approval to purchase Lighting Upgrades at Granny White Park Tennis Courts from Musco Sports Lighting, Inc.

Submitted by: Dave Bunt, Parks & Recreation

Department: Parks & Recreation

Information

Subject

Approval to purchase lighting upgrades for Granny White Park tennis courts from Musco Sports Lighting, Inc.

Background

The FY 21 Capital Improvements Program includes funding within the Facilities Maintenance Fund for the replacement of tennis court lights with LED sports lighting at Granny White Park. The current system is well over 30 years old and has had continuing maintenance needs over the last couple of years.

Musco's quote of \$106,857.00 came in slightly higher than the budgeted amount of \$100,000 for this project, however it is expected that the overage will be made up by other projects come in under budget within the Facilities Maintenance Fund.

Musco is a sole source provider for this project, but they also were awarded a contract with Sourcewell purchasing cooperative. It is important that the new lighting system be compatible with the Musco Control Link system already in place elsewhere in the park system. Therefore, no competitive bids were solicited. However, based on prior purchases and staff's experience with lighting systems, the quoted price is considered fair and reasonable. It should also be noted that there will a reduction in energy and maintenance costs by at least 40%, if not more, over the current system.

Staff recommends approval of this project. If approved, the project will begin in mid-summer and the work should be completed within 30 days of the start date. The Sourcewell contract and price quote sheet are attached for your review.

Please contact Parks and Recreation Director Dave Bunt if you have any questions.

Staff Recommendation

Staff recommends approval for the purchase of the proposed lighting upgrades for Granny White Park Tennis Courts.

Previous Commission Action

No previous Commission action on this item.

Fiscal Impact

Amount : \$106,857

Source of Funds: Facilities Maintenance Fund

Account Number: 312-44400-89600

Fiscal Impact:

Musco's quote of \$106,857.00 came in slightly higher than the budgeted amount of \$100,000 for this project. It is expected that this overage will be made up by other Facilities Maintenance Fund projects that come in under budget during FY 2021.

Attachments

Lighting Quote

Sourcwell Contract

Quote

Granny White Park Tennis

Brentwood, TN

May 28, 2020

Sourcewell

Master Project: 199030, Contract Number: 071619-MSL, Expiration: 08/27/2023

Category: Sports lighting with related supplies and services

All purchase orders should note the following:
Sourcewell purchase – contract number: 071619-MSL

Quotation Price – Materials Delivered to Job Site and Installation

Tennis Courts - \$ 106,857.00

Bonding is not included.

Pricing furnished is effective for 60 days unless otherwise noted and is considered confidential.

Light-Structure System with Total Light Control – TLC for LED™ technology

System Description

- 4 Pre-cast concrete bases with integrated lightning grounding
- 4 Galvanized steel poles
- Factory wired and tested remote electrical component enclosures
- Pole length, factory assembled wire harnesses
- 4 Factory wired poletop luminaire assemblies
- 12 Factory aimed and assembled luminaires
- UL Listed assemblies

Control Systems and Services

- Player-activated pushbutton control system with strobe to provide timed on/off control
- Control-Link® Control and Monitoring system to provide remote on/off and dimming (high/medium/low) control and performance monitoring with 24/7 customer support

Operation and Warranty Services

- Reduction of energy and maintenance costs by 40% to 85% over typical 1500W metal halide equipment
- Product assurance and warranty program that covers materials and onsite labor, eliminating 100% of your maintenance costs for 25 years
- Support from Musco's Lighting Services Team – over 170 Team members dedicated to operating and maintaining your lighting system – plus a network of 1800+ contractors

Installation Services Provided

[See attached scope of work]

Payment Terms

Musco's Credit Department will provide payment terms.

Email or fax a copy of the Purchase Order to Musco Sports Lighting, LLC:

Musco Sports Lighting, LLC
Attn: Amanda Hudnut
Fax: 800-374-6402



Quote

Email: musco.contracts@musco.com

All purchase orders should note the following:
Sourcewell purchase – contract number: 071619-MSL

Delivery Timing

6 - 8 weeks for delivery of materials to the job site from the time of order, submittal approval, and confirmation of order details including voltage, phase, and pole locations.

Due to the built-in custom light control per luminaire, pole locations need to be confirmed prior to production. Changes to pole locations after the product is sent to production could result in additional charges.

Notes

Quote is based on:

- Shipment of entire project together to one location.
- Voltage and phase of electrical system required.
- Structural code and wind speed = 2012 IBC, 115 mph, Exposure C, Importance Factor 1.0.
- Owner is responsible for getting electrical power to the site, coordination with the utility, and any power company fees.
- Includes supply and installation of Musco system including using existing wiring and conduit, service entrance panel board, and controls by a licensed contractor.
- Standard soil conditions – rock, bottomless, wet or unsuitable soil may require additional engineering, special installation methods and additional cost.
- Confirmation of pole locations prior to production.

Thank you for considering Musco for your lighting needs. Please contact me with any questions or if you need additional details.

Greg Gilley
Musco Sports Lighting, LLC
Phone: 641-660-2362
E-mail: greg.gilley@musco.com



Scope of Work: Light-Structure System™ - Turnkey

Granny White Park TE Brentwood, TN Turnkey Scope of Work

Customer Responsibilities:

1. Complete access to the site for construction using standard 2-wheel drive rubber tire equipment.
2. Locate existing underground utilities not covered by your local utilities. (i.e. water lines, electrical lines, irrigation systems). Musco or Subcontractor will not be responsible for repairs to unmarked utilities.
3. Locate and mark field reference points per Musco supplied layout. (i.e. home plate, center of FB field)
4. Pay for extra costs associated with foundation excavation in non-standard soils (rock, caliche, high water table, collapsing holes, etc). Standard soils are defined as soils that can be excavated using standard earth auguring equipment.
5. Pay any necessary power company fees and requirements.
6. Pay permitting fees.
7. Provide area on site for disposal of spoils from foundation excavation.
8. Provide area on site for dumpsters.
9. Provide sealed Electrical Plans. (If required)

Musco Responsibilities:

1. Provide required foundations, poles, electrical enclosures, luminaires, pole harnesses, and control cabinets.
2. Provide layout of pole locations and aiming diagram.
3. Provide Project Management as required.
4. Provide stamped foundation designs based on 2500 psf soils.
5. Assist our installing subcontractor and ensure our responsibilities are satisfied.

Musco Subcontractor Responsibilities

General:

1. Provide labor, equipment, and materials to off load equipment at jobsite per scheduled delivery.
2. Provide storage containers for material, (including electrical components enclosures), as needed.
3. Provide necessary waste disposal and daily clean up.
4. Provide security to protect Musco products from theft, vandalism or damage during the installation.
5. Obtain any required permitting.
6. Confirm the existing underground utilities and irrigation have been located and are clearly marked in order to avoid damage from construction equipment. Repair any such damage during construction.
7. Keep all heavy equipment off playing fields when possible. Repair damage to grounds which exceeds that which would be expected. Indentations caused by heavy equipment traveling over dry ground would be an example of expected damage. Ruts and sod damage caused by equipment traveling over wet grounds would be an example of damage requiring repair.
8. Provide startup and aiming as required to provide complete and operating sports lighting system.
9. Installation to commence upon delivery and proceed without interruption until complete. Musco to be immediately notified of any breaks in schedule or delays.



Scope of Work: Light-Structure System™ - Turnkey

Demolition:

1. Remove and dispose of the existing lighting poles, luminaires, and electrical component enclosures. This will include the recycling of lamps, aluminum reflectors, ballast, and steel as necessary.

Foundations, Poles, and Luminaires:

1. Mark and confirm pole locations per the aiming diagram provided. If there are any issues, immediately notify your Musco Project Manager.
2. Provide labor, materials, and equipment to install 4 LSS foundations as specified on Layout and per the stamped foundation drawings, if applicable.
3. Remove spoils to owner designated location at jobsite.
4. Provide labor, materials, and equipment to assemble Musco TLC-LED luminaires, electrical component enclosures, poles, and pole harnesses.
5. Provide labor, equipment, and materials to erect 4 dressed LSS Poles and aim utilizing the pole alignment beam.

Electrical:

1. Provide labor, materials, and equipment to install new electrical service panels as required.
2. Provide labor, materials, and equipment to reuse existing electrical wiring as permitted.
3. Provide as-built drawings on completion of installation, **(if required)**.

Control System:

1. Provide labor, equipment, and materials to install 1 Musco Control and Monitoring cabinet and terminate all necessary wiring.
2. Provide a dedicated 120 V 20 A controls circuit or a step-down transformer for 120 V control circuit if not available.
3. Provide a dedicated 20 A breaker connected to all available phases for powerline communication.
4. Check all zones to make sure they work in both auto and manual mode.
5. Commission Control-Link® by contacting Control Link Central™ at 877-347-3319.





Solicitation Number: #071619

CONTRACT

This Contract is between Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 (Sourcewell) and, Musco Sports Lighting LLC, 100 1st Ave West PO Box 808, Oskaloosa IA 52577 (Vendor).

Sourcewell is a State of Minnesota local government agency and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) that offers cooperative procurement solutions to its members. Participation is open to all levels of governmental entity, higher education, K-12 education, nonprofit, tribal government, and other public entities located in the United States and Canada.

Vendor desires to contract with Sourcewell to provide equipment, products, or services to Sourcewell and its Members (Members).

1. TERM OF CONTRACT

- A. **EFFECTIVE DATE.** This Contract is effective upon the date of the final signature below.
- B. **EXPIRATION DATE AND EXTENSION.** This Contract expires August 27, 2023, unless it is cancelled sooner pursuant to Article 24. This Contract may be extended up to one additional one-year period upon request of Sourcewell and with written agreement by Vendor.
- C. **SURVIVAL OF TERMS.** Articles 11 through 16 survive the expiration or cancellation of this Contract.

2. EQUIPMENT, PRODUCTS, OR SERVICES

- A. **EQUIPMENT, PRODUCTS, OR SERVICES.** Vendor will provide the Equipment, Products, or Services as stated in its Proposal submitted under the Solicitation Number listed above. Vendor's Equipment, Products, or Services Proposal (Proposal) is attached and incorporated into this Contract.

All Equipment and Products provided under this Contract must be new/current model. Vendor may offer close-out or refurbished Equipment or Products if they are clearly indicated in Vendor's product and pricing list. Unless agreed to by the Member in advance, Equipment or Products must be delivered as operational to the Member's site.

This Contract offers an indefinite quantity of sales, and while substantial volume is anticipated, sales and sales volume are not guaranteed.

B. **LAWS AND REGULATIONS.** All Equipment, Products, or Services must comply fully with applicable federal laws and regulations, and with the laws of the state or province in which the Equipment, Products, or Services are sold.

C. **WARRANTY.** Vendor warrants that all Equipment, Products, and Services furnished are free from liens and encumbrances, and are free from defects in design, materials, and workmanship. In addition, Vendor warrants the Equipment, Products, and Services are suitable for and will perform in accordance with the ordinary use for which they are intended. Vendor's dealers and distributors must agree to assist the Member in reaching a resolution in any dispute over warranty terms with the manufacturer. Any manufacturer's warranty that is effective past the expiration of the Vendor's warranty will be passed on to the Member.

D. **DEALERS AND DISTRIBUTORS.** Upon Contract execution, Vendor will make available to Sourcewell a means to validate or authenticate Vendor's authorized Distributors/Dealers relative to the Equipment, Products, and Services related to this Contract. This list may be updated from time-to-time and is incorporated into this Contract by reference. It is the Vendor's responsibility to ensure Sourcewell receives the most current version of this list.

3. PRICING

All Equipment, Products, or Services under this Contract will be priced as stated in Vendor's Proposal.

Regardless of the payment method chosen by the Member, the total cost associated with any purchase option of the Equipment, Products, or Services must always be disclosed in the pricing quote to the applicable Member at the time of purchase.

When providing pricing quotes to Members, all pricing quoted must reflect a Member's total cost of acquisition. This means that the quoted cost is for delivered Equipment, Products, and Services that are operational for their intended purpose, and includes all costs to the Member's requested delivery location.

A. **SHIPPING AND SHIPPING COSTS.** All delivered Equipment and Products must be properly packaged. Damaged Equipment and Products may be rejected. If the damage is not readily apparent at the time of delivery, Vendor must permit the Equipment and Products to be returned within a reasonable time at no cost to Sourcewell or its Members. Members reserve the right to inspect the Equipment and Products at a reasonable time after delivery where circumstances or conditions prevent effective inspection of the Equipment and Products at the time of delivery.

Vendor must arrange for and pay for the return shipment on Equipment and Products that arrive in a defective or inoperable condition.

Sourcewell may declare the Vendor in breach of this Contract if the Vendor intentionally delivers substandard or inferior Equipment or Products. In the event of the delivery of nonconforming Equipment and Products, the Member will notify the Vendor as soon as possible and the Vendor will replace nonconforming Equipment and Products with conforming Equipment and Products that are acceptable to the Member.

B. SALES TAX. Each Member is responsible for supplying the Vendor with valid tax-exemption certification(s). When ordering, Members must indicate if it is a tax-exempt entity.

C. HOT LIST PRICING. At any time during this Contract, Vendor may offer a specific selection of Equipment, Products, or Services at discounts greater than those listed in the Contract. When Vendor determines it will offer Hot List Pricing, it must be submitted electronically to Sourcewell in a line-item format. Equipment, Products, or Services may be added or removed from the Hot List at any time through a Sourcewell Price and Product Change Form as defined in Article 4 below.

Hot List program and pricing may also be used to discount and liquidate close-out and discontinued Equipment and Products as long as those close-out and discontinued items are clearly identified as such. Current ordering process and administrative fees apply. Hot List Pricing must be published and made available to all Members.

4. PRODUCT AND PRICING CHANGE REQUESTS

Vendor may request Equipment, Product, or Service changes, additions, or deletions at any time. All requests must be made in writing by submitting a signed Sourcewell Price and Product Change Request Form to the assigned Sourcewell Contract Administrator. This form is available from the assigned Sourcewell Contract Administrator. At a minimum, the request must:

- Identify the applicable Sourcewell contract number
- Clearly specify the requested change
- Provide sufficient detail to justify the requested change
- Individually list all Equipment, Products, or Services affected by the requested change, along with the requested change (e.g., addition, deletion, price change)
- Include a complete restatement of pricing documentation in Microsoft Excel with the effective date of the modified pricing, or product addition or deletion. The new pricing restatement must include all Equipment, Products, and Services offered, even for those items where pricing remains unchanged.

A fully executed Sourcewell Price and Product Request Form will become an amendment to this Contract and be incorporated by reference.

5. MEMBERSHIP, CONTRACT ACCESS, AND MEMBER REQUIREMENTS

A. **MEMBERSHIP.** Membership in Sourcewell is open to public and nonprofit entities across the United States and Canada; such as municipal, state/province, K-12 and higher education, tribal government, and other public entities.

The benefits of this Contract should be available to all Members that can legally access the Equipment, Products, or Services under this Contract. A Member's authority to access this Contract is determined through its cooperative purchasing, interlocal, or joint powers laws. Any entity accessing benefits of this Contract will be considered a Service Member of Sourcewell during such time of access. Vendor understands that a Member's use of this Contract is at the Member's sole convenience and Members reserve the right to obtain like Equipment, Products, or Services from any other source.

Vendor is responsible for familiarizing its sales and service forces with Sourcewell membership requirements and documentation and will encourage potential members to join Sourcewell. Sourcewell reserves the right to add and remove Members to its roster during the term of this Contract.

B. **PUBLIC FACILITIES.** Vendor's employees may be required to perform work at government-owned facilities, including schools. Vendor's employees and agents must conduct themselves in a professional manner while on the premises, and in accordance with Member policies and procedures, and all applicable laws.

6. MEMBER ORDERING AND PURCHASE ORDERS

A. **PURCHASE ORDERS AND PAYMENT.** To access the contracted Equipment, Products, or Services under this Contract, Member must clearly indicate to Vendor that it intends to access this Contract; however, order flow and procedure will be developed jointly between Sourcewell and Vendor. Typically a Member will issue a purchase order directly to Vendor. Members may use their own forms for purchase orders, but it should clearly note the applicable Sourcewell contract number. Members will be solely responsible for payment and Sourcewell will have no liability for any unpaid invoice of any Member.

B. **ADDITIONAL TERMS AND CONDITIONS.** Additional terms and conditions to a purchase order may be negotiated between a Member and Vendor, such as job or industry-specific requirements, legal requirements (such as affirmative action or immigration status requirements), or specific local policy requirements. Any negotiated additional terms and conditions must never be less favorable to the Member than what is contained in Vendor's Proposal.

C. **PERFORMANCE BOND.** If requested by a Member, Vendor will provide a performance bond that meets the requirements set forth in the Member's purchase order.

D. **SPECIALIZED SERVICE REQUIREMENTS.** In the event that the Member requires service or specialized performance requirements (such as e-commerce specifications, specialized delivery requirements, or other specifications and requirements) not addressed in this Contract, the Member and the Vendor may enter into a separate, standalone agreement, apart from this Contract. Sourcwell, including its agents and employees, will not be made a party to a claim for breach of such agreement.

E. **TERMINATION OF PURCHASE ORDERS.** Members may terminate a purchase order, in whole or in part, immediately upon notice to Vendor in the event of any of the following events:

1. The Member fails to receive funding or appropriation from its governing body at levels sufficient to pay for the goods to be purchased;
2. Federal or state laws or regulations prohibit the purchase or change the Member's requirements; or
3. Vendor commits any material breach of this Contract or the additional terms agreed to between the Vendor and a Member.

F. **GOVERNING LAW AND VENUE.** The governing law and venue for any action related to a Member's purchase order will be determined by the Member making the purchase.

7. CUSTOMER SERVICE

A. **PRIMARY ACCOUNT REPRESENTATIVE.** Vendor will assign an Account Representative to Sourcwell for this Contract and must provide prompt notice to Sourcwell if that person is changed. The Account Representative will be responsible for:

- Maintenance and management of this Contract;
- Timely response to all Sourcwell and Member inquiries; and
- Business reviews to Sourcwell and Members, if applicable.

B. **BUSINESS REVIEWS.** Vendor must perform a minimum of one business review with Sourcwell per contract year. The business review will cover sales to members, pricing and contract terms, administrative fees, supply issues, customer issues, and any other necessary information.

8. REPORT ON CONTRACT SALES ACTIVITY AND ADMINISTRATIVE FEE PAYMENT

A. **CONTRACT SALES ACTIVITY REPORT.** Each calendar quarter, Vendor must provide a contract sales activity report (Report) to the Sourcwell Contract Administrator assigned to this Contract. A Report must be provided regardless of the number or amount of sales during that quarter (i.e., if there are no sales, Vendor must submit a report indicating no sales were made).

The Report must contain the following fields:

- Customer Name (e.g., City of Staples Highway Department);
- Customer Physical Street Address;
- Customer City;
- Customer State;
- Customer Zip Code;
- Customer Contact Name;
- Customer Contact Email Address;
- Customer Contact Telephone Number;
- Sourcwell Assigned Entity/Member Number;
- Item Purchased Description;
- Item Purchased Price;
- Sourcwell Administrative Fee Applied; and
- Date Purchase was invoiced/sale was recognized as revenue by Vendor.

B. ADMINISTRATIVE FEE. In consideration for the support and services provided by Sourcwell, the Vendor will pay an administrative fee to Sourcwell on all Equipment, Products, and Services provided to Members. The Vendor will submit a check payable to Sourcwell for the percentage of administrative fee stated in the Proposal multiplied by the total sales of all Equipment, Products, and Services purchased by Members under this Contract during each calendar quarter. Payments should note the Sourcwell-assigned contract number in the memo and must be mailed to the address above "Attn: Accounts Receivable." Payments must be received no later than forty-five (45) calendar days after the end of each calendar quarter.

Vendor agrees to cooperate with Sourcwell in auditing transactions under this Contract to ensure that the administrative fee is paid on all items purchased under this Contract.

In the event the Vendor is delinquent in any undisputed administrative fees, Sourcwell reserves the right to cancel this Contract and reject any proposal submitted by the Vendor in any subsequent solicitation. In the event this Contract is cancelled by either party prior to the Contract's expiration date, the administrative fee payment will be due no more than thirty (30) days from the cancellation date.

9. AUTHORIZED REPRESENTATIVE

Sourcwell's Authorized Representative is its Chief Procurement Officer.

Vendor's Authorized Representative is the person named in the Vendor's Proposal. If Vendor's Authorized Representative changes at any time during this Contract, Vendor must promptly notify Sourcwell in writing.

10. ASSIGNMENT, AMENDMENTS, WAIVER, AND CONTRACT COMPLETE

A. **ASSIGNMENT.** Neither the Vendor nor Sourcewell may assign or transfer any rights or obligations under this Contract without the prior consent of the parties and a fully executed assignment agreement. Such consent will not be unreasonably withheld.

B. **AMENDMENTS.** Any amendment to this Contract must be in writing and will not be effective until it has been fully executed by the parties.

C. **WAIVER.** If either party fails to enforce any provision of this Contract, that failure does not waive the provision or the right to enforce it.

D. **CONTRACT COMPLETE.** This Contract contains all negotiations and agreements between Sourcewell and Vendor. No other understanding regarding this Contract, whether written or oral, may be used to bind either party.

E. **RELATIONSHIP OF THE PARTIES.** The relationship of the parties is one of independent contractors, each free to exercise judgment and discretion with regard to the conduct of their respective businesses. This Contract does not create a partnership, joint venture, master-servant, principal-agent, or any other relationship.

11. LIABILITY

Vendor must indemnify, save, and hold Sourcewell and its Members, including their agents and employees, harmless from any claims or causes of action, including attorneys' fees, arising out of the performance of this Contract by the Vendor or its agents or employees; this indemnification includes injury or death to person(s) or property alleged to have been caused by some defect in the Equipment, Products, or Services under this Contract to the extent the Equipment, Product, or Service has been used according to its specifications.

12. AUDITS

Sourcewell reserves the right to review the books, records, documents, and accounting procedures and practices of the Vendor relevant to this Contract for a minimum of six (6) years from the end of this Contract. This clause extends to Members as it relates to business conducted by that Member under this Contract.

13. GOVERNMENT DATA PRACTICES

Vendor and Sourcewell must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by or provided to Sourcewell under this Contract and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Vendor under this Contract.

If the Vendor receives a request to release the data referred to in this article, the Vendor must immediately notify Sourcewell and Sourcewell will assist with how the Vendor should respond to the request.

14. INTELLECTUAL PROPERTY

As applicable, Vendor agrees to indemnify and hold harmless Sourcewell and its Members against any and all suits, claims, judgments, and costs instituted or recovered against Sourcewell or Members by any person on account of the use of any Equipment or Products by Sourcewell or its Members supplied by Vendor in violation of applicable patent or copyright laws.

15. PUBLICITY, MARKETING, AND ENDORSEMENT

A. **PUBLICITY.** Any publicity regarding the subject matter of this Contract must not be released without prior written approval from the Authorized Representatives. Publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Vendor individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this Contract.

B. **MARKETING.** Any direct advertising, marketing, or offers with Members must be approved by Sourcewell. Materials should be sent to the Sourcewell Contract Administrator assigned to this Contract.

C. **ENDORSEMENT.** The Vendor must not claim that Sourcewell endorses its Equipment, Products, or Services.

16. GOVERNING LAW, JURISDICTION, AND VENUE

Minnesota law governs this Contract. Venue for all legal proceedings out of this Contract, or its breach, must be in the appropriate state court in Todd County or federal court in Fergus Falls, Minnesota.

17. FORCE MAJEURE

Neither party to this Contract will be held responsible for delay or default caused by acts of God or other conditions that are beyond that party's reasonable control. A party defaulting under this provision must provide the other party prompt written notice of the default.

18. SEVERABILITY

If any provision of this Contract is found to be illegal, unenforceable, or void then both Sourcewell and Vendor will be relieved of all obligations arising under such provisions. If the

remainder of this Contract is capable of performance, it will not be affected by such declaration or finding and must be fully performed.

19. PERFORMANCE, DEFAULT, AND REMEDIES

A. PERFORMANCE. During the term of this Contract, the parties will monitor performance and address unresolved contract issues as follows:

1. *Notification.* The parties must promptly notify each other of any known dispute and work in good faith to resolve such dispute within a reasonable period of time. If necessary, Sourcewell and the Vendor will jointly develop a short briefing document that describes the issue(s), relevant impact, and positions of both parties.
2. *Escalation.* If parties are unable to resolve the issue in a timely manner, as specified above, either Sourcewell or Vendor may escalate the resolution of the issue to a higher level of management. The Vendor will have thirty (30) calendar days to cure an outstanding issue.
3. *Performance while Dispute is Pending.* Notwithstanding the existence of a dispute, the Vendor must continue without delay to carry out all of its responsibilities under the Contract that are not affected by the dispute. If the Vendor fails to continue without delay to perform its responsibilities under the Contract, in the accomplishment of all undisputed work, any additional costs incurred by Sourcewell and/or its Members as a result of such failure to proceed will be borne by the Vendor.

B. DEFAULT AND REMEDIES. Either of the following constitutes cause to declare this Contract, or any Member order under this Contract, in default:

1. Nonperformance of contractual requirements, or
2. A material breach of any term or condition of this Contract.

Written notice of default and a reasonable opportunity to cure must be issued by the party claiming default. Time allowed for cure will not diminish or eliminate any liability for liquidated or other damages. If the default remains after the opportunity for cure, the non-defaulting party may:

- Exercise any remedy provided by law or equity, or
- Terminate the Contract or any portion thereof, including any orders issued against the Contract.

20. INSURANCE

A. REQUIREMENTS. At its own expense, Vendor must maintain insurance policy(ies) in effect at all times during the performance of this Contract with insurance company(ies) licensed or authorized to do business in the State of Minnesota having an "AM BEST" rating of A- or better, with coverage and limits of insurance not less than the following:

1. *Workers' Compensation and Employer's Liability.*

Workers' Compensation: As required by any applicable law or regulation.

Employer's Liability Insurance: must be provided in amounts not less than listed below:

Minimum limits:

\$500,000 each accident for bodily injury by accident

\$500,000 policy limit for bodily injury by disease

\$500,000 each employee for bodily injury by disease

2. *Commercial General Liability Insurance.* Vendor will maintain insurance covering its operations, with coverage on an occurrence basis, and must be subject to terms no less broad than the Insurance Services Office ("ISO") Commercial General Liability Form CG0001 (2001 or newer edition). At a minimum, coverage must include liability arising from premises, operations, bodily injury and property damage, independent contractors, products-completed operations including construction defect, contractual liability, blanket contractual liability, and personal injury and advertising injury. All required limits, terms and conditions of coverage must be maintained during the term of this Contract.

Minimum Limits:

\$1,000,000 each occurrence Bodily Injury and Property Damage

\$1,000,000 Personal and Advertising Injury

\$2,000,000 aggregate for Products-Completed operations

\$2,000,000 general aggregate

3. *Commercial Automobile Liability Insurance.* During the term of this Contract, Vendor will maintain insurance covering all owned, hired, and non-owned automobiles in limits of liability not less than indicated below. The coverage must be subject to terms no less broad than ISO Business Auto Coverage Form CA 0001 (2010 edition or newer).

Minimum Limits:

\$1,000,000 each accident, combined single limit

4. *Umbrella Insurance.* During the term of this Contract, Vendor will maintain umbrella coverage over Workers' Compensation, Commercial General Liability, and Commercial Automobile.

Minimum Limits:

\$2,000,000

5. *Professional/Technical, Errors and Omissions, and/or Miscellaneous Liability.*

During the term of this Contract, Vendor will maintain coverage for all claims the Vendor may become legally obligated to pay resulting from any actual or alleged negligent act, error, or omission related to Vendor's professional services required under this Contract.

Minimum Limits:

\$2,000,000 per claim or event

\$2,000,000 – annual aggregate

6. *Network Security and Privacy Liability Insurance.* During the term of this Contract, Vendor will maintain coverage for network security and privacy liability. The coverage may be endorsed on another form of liability coverage or written on a standalone policy. The insurance must cover claims which may arise from failure of Vendor's security resulting in, but not limited to, computer attacks, unauthorized access, disclosure of not public data – including but not limited to, confidential or private information, transmission of a computer virus, or denial of service.

Minimum limits:

\$2,000,000 per occurrence

\$2,000,000 annual aggregate

Failure of Vendor to maintain the required insurance will constitute a material breach entitling Sourcewell to immediately terminate this Contract for default.

B. CERTIFICATES OF INSURANCE. Prior to commencing under this Contract, Vendor must furnish to Sourcewell a certificate of insurance, as evidence of the insurance required under this Contract. Prior to expiration of the policy(ies), renewal certificates must be mailed to Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 or sent to the Sourcewell Contract Administrator assigned to this Contract. The certificates must be signed by a person authorized by the insurer(s) to bind coverage on their behalf. All policies must include there will be no cancellation, suspension, non-renewal, or reduction of coverage without thirty (30) days' prior written notice to the Vendor.

Upon request, Vendor must provide to Sourcewell copies of applicable policies and endorsements, within ten (10) days of a request. Failure to request certificates of insurance by Sourcewell, or failure of Vendor to provide certificates of insurance, in no way limits or relieves Vendor of its duties and responsibilities in this Contract.

C. ADDITIONAL INSURED ENDORSEMENT AND PRIMARY AND NON-CONTRIBUTORY INSURANCE CLAUSE. Vendor agrees to name Sourcewell and its Members, including their officers, agents, and employees, as an additional insured under the Vendor's commercial general liability insurance policy with respect to liability arising out of activities, "operations," or "work" performed by or on behalf of Vendor, and products and completed operations of Vendor. The policy provision(s) or endorsement(s) must further provide that coverage is primary and not excess over or contributory with any other valid, applicable, and collectible insurance or self-insurance in force for the additional insureds.

D. WAIVER OF SUBROGATION. Vendor waives and must require (by endorsement or otherwise) all its insurers to waive subrogation rights against Sourcewell and other additional insureds for losses paid under the insurance policies required by this Contract or other insurance applicable to the Vendor or its subcontractors. The waiver must apply to all deductibles and/or self-insured retentions applicable to the required or any other insurance

maintained by the Vendor or its subcontractors. Where permitted by law, Vendor must require similar written express waivers of subrogation and insurance clauses from each of its subcontractors.

E. UMBRELLA/EXCESS LIABILITY. The limits required by this Contract can be met by either providing a primary policy or in combination with umbrella/excess liability policy(ies).

F. SELF-INSURED RETENTIONS. Any self-insured retention in excess of \$10,000 is subject to Sourcewell's approval.

21. COMPLIANCE

A. LAWS AND REGULATIONS. All Equipment, Products, or Services provided under this Contract must comply fully with applicable federal laws and regulations, and with the laws in the states and provinces in which the Equipment, Products, or Services are sold.

B. LICENSES. Vendor must maintain a valid status on all required federal, state, and local licenses, bonds, and permits required for the operation of the business that the Vendor conducts with Sourcewell and Members.

22. BANKRUPTCY, DEBARMENT, OR SUSPENSION CERTIFICATION

Vendor certifies and warrants that it is not in bankruptcy or that it has previously disclosed in writing certain information to Sourcewell related to bankruptcy actions. If at any time during this Contract Vendor declares bankruptcy, Vendor must immediately notify Sourcewell in writing.

Vendor certifies and warrants that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota, the United States federal government, or any Member. Vendor certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this Contract. Vendor further warrants that it will provide immediate written notice to Sourcewell if this certification changes at any time.

23. PROVISIONS FOR NON-UNITED STATES FEDERAL ENTITY PROCUREMENTS UNDER UNITED STATES FEDERAL AWARDS OR OTHER AWARDS

Members that use United States federal grant or FEMA funds to purchase goods or services from this Contract may be subject to additional requirements including the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 C.F.R. § 200. Members may also require additional requirements based on specific funding specifications. Within this Article, all references to "federal" should be interpreted to mean the United States federal government. The following list only applies when

a Member accesses Vendor's Equipment, Products, or Services with United States federal funds.

A. **EQUAL EMPLOYMENT OPPORTUNITY.** Except as otherwise provided under 41 C.F.R. § 60, all contracts that meet the definition of "federally assisted construction contract" in 41 C.F.R. § 60-1.3 must include the equal opportunity clause provided under 41 C.F.R. §60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 C.F.R. §, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 C.F.R. § 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor." The equal opportunity clause is incorporated herein by reference.

B. **DAVIS-BACON ACT, AS AMENDED (40 U.S.C. § 3141-3148).** When required by federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. § 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 C.F.R. § 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-federal entity must report all suspected or reported violations to the federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. § 3145), as supplemented by Department of Labor regulations (29 C.F.R. § 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-federal entity must report all suspected or reported violations to the federal awarding agency. Vendor must be in compliance with all applicable Davis-Bacon Act provisions.

C. **CONTRACT WORK HOURS AND SAFETY STANDARDS ACT (40 U.S.C. § 3701-3708).** Where applicable, all contracts awarded by the non-federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. § 3702 and 3704, as supplemented by Department of Labor regulations (29 C.F.R. § 5). Under 40 U.S.C. § 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. § 3704 are applicable to construction

work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence. This provision is hereby incorporated by reference into this Contract. Vendor certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Vendor must comply with applicable requirements as referenced above.

D. RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT. If the federal award meets the definition of "funding agreement" under 37 C.F.R. § 401.2(a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 C.F.R. § 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency. Vendor certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Vendor must comply with applicable requirements as referenced above.

E. CLEAN AIR ACT (42 U.S.C. § 7401-7671Q.) AND THE FEDERAL WATER POLLUTION CONTROL ACT (33 U.S.C. § 1251-1387). Contracts and subgrants of amounts in excess of \$150,000 require the non-federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. § 7401- 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. § 1251- 1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA). Vendor certifies that during the term of this Contract will comply with applicable requirements as referenced above.

F. DEBARMENT AND SUSPENSION (EXECUTIVE ORDERS 12549 AND 12689). A contract award (see 2 C.F.R. § 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 C.F.R. §180 that implement Executive Orders 12549 (3 C.F.R. § 1986 Comp., p. 189) and 12689 (3 C.F.R. § 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. Vendor certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

G. BYRD ANTI-LOBBYING AMENDMENT, AS AMENDED (31 U.S.C. § 1352). Vendors must file any required certifications. Vendors must not have used federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant, or any other award

covered by 31 U.S.C. § 1352. Vendors must disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier up to the non-federal award. Vendors must file all certifications and disclosures required by, and otherwise comply with, the Byrd Anti-Lobbying Amendment (31 U.S.C. § 1352).

H. RECORD RETENTION REQUIREMENTS. To the extent applicable, Vendor must comply with the record retention requirements detailed in 2 C.F.R. § 200.333. The Vendor further certifies that it will retain all records as required by 2 C.F.R. § 200.333 for a period of three (3) years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

I. ENERGY POLICY AND CONSERVATION ACT COMPLIANCE. To the extent applicable, Vendor must comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

J. BUY AMERICAN PROVISIONS COMPLIANCE. To the extent applicable, Vendor must comply with all applicable provisions of the Buy American Act. Purchases made in accordance with the Buy American Act must follow the applicable procurement rules calling for free and open competition.

K. ACCESS TO RECORDS (2 C.F.R. § 200.336). Vendor agrees that duly authorized representatives of a federal agency must have access to any books, documents, papers and records of Vendor that are directly pertinent to Vendor's discharge of its obligations under this Contract for the purpose of making audits, examinations, excerpts, and transcriptions. The right also includes timely and reasonable access to Vendor's personnel for the purpose of interview and discussion relating to such documents.

L. PROCUREMENT OF RECOVERED MATERIALS (2 C.F.R. § 200.322). A non-federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. § 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

24. CANCELLATION

Contract #071619-MSL

Sourcewell or Vendor may cancel this Contract at any time, with or without cause, upon sixty (60) days' written notice to the other party. However, Sourcewell may cancel this Contract immediately upon discovery of a material defect in any certification made in Vendor's Proposal. Termination of this Contract does not relieve either party of financial, product, or service obligations incurred or accrued prior to termination.

Sourcewell

DocuSigned by:
By: Jeremy Schwartz
C0FD2A130D06489...
Jeremy Schwartz
Title: Director of Operations &
Procurement/CPO
Date: 8/28/2019 | 8:39 AM CDT

Musco Sports Lighting LLC

DocuSigned by:
By: James M. Hansen
B16F9CCB78A0420...
James M. Hansen
Title: Secretary
Date: 8/29/2019 | 9:33 AM CDT

Approved:
DocuSigned by:
By: Chad Coauette
7E42BBF817A64CC...
Chad Coauette
Title: Executive Director/CEO
Date: 8/27/2019 | 3:22 PM CDT

RFP #071619 - Sports Lighting with Related Supplies and Services

Vendor Details

Company Name: Musco Sports Lighting, LLC
Address: 100 1st Ave West
PO Box 808
Oskaloosa, IA 52577
Contact: Amanda Hudnut
Email: musco.contracts@musco.com
Phone: 800-825-6030
Fax: 641-672-1996
HST#: 42-1511754

Submission Details

Created On: Thursday May 30, 2019 11:07:29
Submitted On: Friday July 12, 2019 13:23:35
Submitted By: Jim Hansen
Email: jim.hansen@musco.com
Transaction #: 62e6e5f5-5e56-45ba-b461-305cf2583830
Submitter's IP Address: 216.248.100.66

Specifications**Proposer Identity & Authorized Representatives**

Line Item	Question	Response *
1	Proposer Legal Name (and applicable d/b/a, if any):	Musco Sports Lighting, LLC
2	Proposer Address:	100 1st Ave West PO Box 808 Oskaloosa, IA 52577
3	Proposer website address:	www.musco.com
4	Proposer's Authorized Representative (name, title, address, email address & phone) (The representative must have authority to sign the "Proposer's Assurance of Compliance" on behalf of the Proposer):	James M. Hansen Secretary Musco Sports Lighting, LLC 100 1st Ave West PO Box 808 Oskaloosa, IA 52577 Phone: 800-825-6030 Email: musco.contracts@musco.com
5	Proposer's primary contact for this proposal (name, title, address, email address & phone):	Amanda Hudnut Funding Resource Specialist Musco Sports Lighting, LLC 100 1st Ave West PO Box 808 Oskaloosa, IA 52577 Phone: 800-825-6030 Email: musco.contracts@musco.com
6	Proposer's other contacts for this proposal, if any (name, title, address, email address & phone):	Ryan Tighe Lead Development Manager Musco Sports Lighting, LLC 100 1st Ave West PO Box 808 Oskaloosa, IA 52577 Phone: 800-825-6030 Email: musco.contracts@musco.com

Company Information and Financial Strength

Line Item	Question	Response *
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7	Provide a brief history of your company, including your company's core values, business philosophy, and industry longevity related to the requested equipment, products or services.	<p>Since 1976, Musco Sports Lighting, LLC (Musco/Musco Sports Lighting) has been providing sports lighting systems. Musco's mission has been to provide sports field and large area lighting solutions for public and private entities throughout the United States of America and internationally.</p> <p>Musco has been the industry leader in developing an industry leading lighting system that provides high quality on field performance and environmental sensitivity to the surrounding area. Energy efficiency, spill and glare control, and field management solutions have been our staple for success in the industry.</p> <p>Throughout the history of Musco, we have had the pleasure of being the recipient of an Academy Award®, Emmy® Award and the Paul Waterbury Award for Excellence for Outdoor Lighting. Musco has also developed partnerships with Little League International and the United States Soccer Foundation, to name a couple.</p> <p>Musco has offices and manufacturing facilities in Oskaloosa, IA and Muscatine, IA. We have a workforce of approximately 1,000 Team Members located in these facilities and regional sales offices conveniently located around the United States of America (AZ, CA, CO, FL, IL, IN, MN, NJ, NC, OH, TX & VA). In addition, we have approximately 200 Team Members located outside the United States of America supporting our manufacturing facilities in Shanghai, China and Gumi, South Korea and multiple sales offices globally.</p> <p>At Musco, we ensure that every member of our Lighting Services team is a sports lighting expert so you don't have to be. With more than 40 years as the sports-lighting industry leader, our Team Members will bring our vast experience to your fields. Regionally based for quick response, they specialize in routine maintenance, repairs, and analysis of any sports-lighting system.</p> <p>Along with our Lighting Services team, we have a fully staffed group of internal experts: Sales Representatives, Service Representatives, Parts Representatives, Project Coordinators, Project Planning Specialist, Schedulers, and Engineers. They will ensure your project flows smoothly and you get the results you expect. Another key part of our team is Control-Link Central™. Staffed 24/7, this team oversees on/off control, monitoring, and management of sports fields around the USA and globally.</p>
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8	Provide a detailed description of the products and services that you are offering in your proposal.	<p>Light-Structure System™ with Total Light Control – TLC for LED® is for new outdoor lighting applications. It is engineered as 5 Easy Pieces™ designed to customer's needs utilizing our Light-Structure System™. Lights, structures, and electrical components are engineered to work together. This assures the designed lighting gets in place and stays there over the life of the system, while also maintaining and protecting the operation environment so the components continue to function. We've included features like easy to reach remote drivers, integrated grounding, and surge protection to ensure the longevity of the lighting system. This system includes our Control-Link® Control System and is covered by Musco's Constant 25™ Product Assurance & Warranty Program.</p> <p>SportsCluster® System with Total Light Control – TLC for LED® or Total Light Control – TLC for LED® Retrofit System is for outdoor and indoor applications. It is a modular photometric unit, factory aimed and tested, to perform from a customer's existing structures, making an easy retrofit lighting solution. This system includes our Control-Link® Control System and is covered by Musco's Constant 10™ Product Assurance & Warranty Program, contingent upon Musco's inspection and approval of existing structure and electrical wiring.</p> <p>Control-Link® Control System is for new and existing facilities. Control-Link® is a reliable, cost effective system that helps control, monitor, and manage your new or existing recreation facility lighting or any other electrically operated equipment. The Control-Link® System includes our exclusive Control-Link Central™ team, staffed 24/7 to assist you with your scheduling and reporting needs. Our system can save you time, hassle, energy, and staff costs. Control-Link® makes your job easier and provides ongoing savings for your operating budget. Through the use of Musco's Control-Link® system we have ability to remotely monitor the lighting system. The system monitors the amperage of each individual pole at a specified facility. This gives Musco the ability to know when an issue occurs.</p> <p>Installations services are available on a per project basis dependent upon Musco's compliance with state and local licensing requirements. Labor and materials for the complete installation, including foundations, pole erection, trenching, backfill, conduit, wire, electrical distribution and service cabinet(s) and site restoration shall utilize the current RS Means pricing, coefficient and must also include the appropriate City Cost Index.</p> <p>Musco Sports Lighting has over 130 Team Members dedicated to operating and maintaining customer lighting around the USA. Regionally based service technicians are available for quick responses. These Team Members are factory-trained and specialize in routine maintenance, repairs, and analysis of sports-lighting systems. Our Control-Link Central™ is staffed 24/7 with trained operators whom provide scheduling and report assistance, along with one-on-one phone training. Proactive nightly testing is done to assure customers control systems are operating properly and field operations are constantly monitored.</p> <p>Along with our Lighting Services and Control-Link Central™ teams, we have a fully staffed group of internal experts: Sales Representatives, Service Representatives, Parts Representatives, Project Coordinators, Project Planning Specialist, Schedulers, and Engineers. They will ensure your project flows smoothly and you get the results you expect.</p>
9	What are your company's expectations in the event of an award?	Musco became an awarded Sourcewell vendor in 2014. Using this tool in our sales toolbox, we have seen the yearly Sourcewell sales significantly increase in a short 4 year period of time. We look forward to continuing to educate eligible members and our Musco Team Members on the benefits of Sourcewell.
10	Demonstrate your financial strength and stability with meaningful data. This could include such items as financial statements, SEC filings, credit and bond ratings, letters of credit, and detailed reference letters. Upload supporting documents (as applicable) in the document upload section of your response.	Please see uploaded letters from Wells Fargo Bank, N.A. & Travelers Casualty and Surety Company of America. Also included is a copy of our current insurance certificate.
11	What is your US market share for the solutions that you are proposing?	Currently, Musco's sports lighting systems & solutions make up approximately 80% of the US market share.
12	What is your Canadian market share, if any?	Currently, Musco's sports lighting systems & solutions make up approximately 50% of the Canadian market share
13	Has your business ever petitioned for bankruptcy protection? If so, explain in detail.	Musco Sports Lighting, LLC has not been the subject to any voluntary or involuntary bankruptcy, insolvency or receivership proceeding.

14	<p>How is your organization best described: is it a manufacturer, a distributor/dealer/reseller, or a service provider? Answer whichever question (either a) or b) just below) best applies to your organization.</p> <p>a) If your company is best described as a distributor/dealer/reseller (or similar entity), provide your written authorization to act as a distributor/dealer/reseller for the manufacturer of the products proposed in this RFP. If applicable, is your dealer network independent or company owned?</p> <p>b) If your company is best described as a manufacturer or service provider, describe your relationship with your sales and service force and with your dealer network in delivering the products and services proposed in this RFP. Are these individuals your employees, or the employees of a third party?</p>	<p>Musco Sports Lighting is a manufacturer of sports lighting and large area lighting systems. Musco has a sales force of over 80 dedicated Sales Team Members throughout the United States & Canada. Musco has sales offices conveniently located around the United States of America (AZ, CA, CO, FL, IL, IN, MN, NJ, NC, OH, TX & VA). These team members are employed by Musco.</p>
15	<p>If applicable, provide a detailed explanation outlining the licenses and certifications that are both required to be held, and actually held, by your organization (including third parties and subcontractors that you use) in pursuit of the business contemplated by this RFP.</p>	<p>Musco Sports Lighting is authorized to sell products and provide services in all 50 states, the District of Columbia and Canada and complies with applicable federal, state, local, and industry laws for each purchasing customer. In Canada, Musco sells under our Canadian company, Musco Sports Lighting Canada Co. Please reference the uploaded Musco Contractor License information.</p> <p>As a General Contractor, Musco selects and contracts with local subcontractor organizations that meet our quality standards and can fulfill our time constraints to perform the type of work outlined in this RFP. Musco does obtain license verification and insurance certificates for all subcontractors whom work with us.</p> <p>Musco Sports Lighting, LLC has UL Product Certifications for:</p> <ul style="list-style-type: none"> High-Intensity Discharge Surface-Mounted Luminaires: UL Number E33316 Management Equipment, Energy: UL Number E139944 Industrial Control Panels: UL Number E204954 Emergency Lighting and Power Equipment: UL Number E311491 Luminaire Fittings: UL Number E132445 Luminaire Poles in Excess of 12 ft (3.7m): UL Number E325078 Devices, Scaffolding: UL Number SA7004 Lightning Conductors, Air Terminals, and Fittings: UL Number E337467 Light-Emitting-Diode Surface-Mounted Luminaires: UL Number E338094 <p>Luminaries have been reviewed by UL to UL and CSA standards.</p>
16	<p>Provide all "Suspension or Disbarment" information that has applied to your organization during the past ten years.</p>	<p>Musco Sports Lighting, LLC has not been the subject of any suspensions or disbarments.</p>
17	<p>Within this RFP category there may be subcategories of solutions. List subcategory titles that best describe your products and services.</p>	<p>The scope of work of the RFP covers Musco products and services. Musco has no additional subcategories to suggest.</p> <p>Below is a list of keywords that best describe Musco's product and services.</p> <p>Sports Lighting, lighting, Musco, Musco Lighting, LED, lamp, LED lighting, fixtures, light fixtures, flood lights, flood light, light poles, field lighting, football lighting, soccer lighting, baseball lighting, softball lighting, tennis lighting, basketball lighting, arena lighting, parking lighting, transportation lighting, infrastructure lighting</p>

Industry Recognition & Marketplace Success

Line Item	Question	Response *
18	Describe any relevant industry awards or recognition that your company has received in the past five years	<p>During Musco's 43 years in the sports lighting industry, Musco & our Team Members have received quite a few awards and recognitions. Below is a listing of several recent awards & recognitions along with our more notable ones from years past.</p> <p>NIAAA Distinguished Service to Athletic Administration (Dina Neeley, NC) from the North Carolina Athletic Directors Association (2018) David Lose Partnership Award (Curt Mickey, KY) from the Kentucky Recreation and Park Society (2018) 1st Prize of Lighting Design from the China Lighting Awards for China Tennis Center Diamond Court (2017) 2nd Prize Lighting Design from the China Lighting Awards for Xinjiang Hongshan Basketball Arena (2017) The Excellence Award from the China Lighting Awards for Shanton University Sports Park (2017) Award for Merit from the IES® for the lighting design at the University of Arizona McKale Center (2015) Excellent Performer Award from DP World (2014) Sports Emmy® Award from the ten Academy of Television Arts & Sciences for lighting ESPN's telecast of the Winter X-Games (2012) Paul Waterbury Award of Excellence for Outdoor lighting from the IES™ for the innovative lighting design at Charlotte Motor Speedway (1993) Scientific and Engineering Award from the Academy of Motion Picture Arts and Services® (1985) Emmy® Award from the Academy of Television Arts & Sciences® for lighting NCAA football telecasts (1982)</p>
19	What percentage of your sales are to the governmental sector in the past three years	Approximately 44% of Musco's current national sales are to government sector.
20	What percentage of your sales are to the education sector in the past three years	Approximately 46% of Musco's current national sales are to education sector
21	List any state or cooperative purchasing contracts that you hold. What is the annual sales volume for each of these contracts over the past three years?	Musco is an awarded vendor on several national and regional cooperative purchasing contracts. Please see the uploaded document titled "Musco Cooperative Information" for a summary of the cooperatives and approximate sales for 2016, 2017 and 2018.
22	List any GSA contracts that you hold. What is the annual sales volume for each of these contracts over the past three years?	Musco Sports Lighting, LLC currently does not hold any GSA contracts.

References/Testimonials

Line Item 23.

Entity Name *	Contact Name *	Phone Number *
City of Asheville Asheville, NC	Pete Wall Program Manager - Parks & Recreation	Phone 828-259-5815 Email pwall@ashevillenc.gov
Buffalo State SUNY Buffalo, NY	Michael Bonfante Assistant Design & Construction Coordinator Facilities Office	Phone 716-570-4034 Email bonfanmv@buffalostate.edu
City of Chesapeake Chesapeake, VA	Mike Barber Director - Parks, Recreation and Tourism	Phone 757-382-6411 Email mbarber@cityofchesapeake.net
Denver Public Schools Denver, CO	Josh Griesbach Facility Planner	Phone 720-423-1913 Email joshua_griesbach@dpsk12.org
University of Nebraska Lincoln Lincoln, NE	Amy Lanham Senior Associate Director Campus Recreation	Phone 402-472-9481 Email alanham2@unl.edu

Top Five Government, Education or Non-profit Customers

Line Item 24. Provide a list of your top five government, education, or non-profit customers (entity name is optional), including entity type, the state or province the entity is located in, scope of the project(s), size of transaction(s), and dollar volumes from the past three years.

Entity Name	Entity Type *	State / Province *	Scope of Work *	Size of Transactions *	Dollar Volume Past Three Years *
Local Government	Government	California - CA	Materials only	Approximately \$2.8M/project	Approximately \$8.5M
K-12 Public Education	Education	Texas - TX	Materials only	Approximately \$1.3M/project	Approximately \$6.6M
Local Government	Government	Virginia - VA	GC Turnkey	Approximately \$276K/project	Approximately \$5.7M
Local Government	Government	Nevada - NV	Materials Only	Approximately \$600K/project	Approximately \$5.4M
Local Government	Government	North Carolina - NC	GC Turnkey	Approximately \$596K/project	Approximately \$5.3M

Ability to Sell and Deliver Service to Sourcewell Members

Describe your company's capability to meet the needs of Sourcewell Members across the US, and Canada if applicable. Your response should address in detail at least the following areas: locations of your network of sales and service providers, the number of workers (full-time equivalents) involved in each sector, whether these workers are your direct employees (or employees of a third party), and any overlap between the sales and service functions.

Line Item	Question	Response *
25	Sales force.	Musco has offices and manufacturing facilities in Oskaloosa, IA and Muscatine, IA. We have a workforce of approximately 1,000 Team Members located in these facilities and regional sales offices conveniently located around the United States of America (AZ, CA, CO, FL, IL, IN, MN, NJ, NC, OH, TX & VA). In addition, we have approximately 200 Team Members located outside the United States of America supporting our manufacturing facilities in Shanghai, China and Gumi, South Korea and multiple sales offices globally. Musco has a sales force of over 80 dedicated Sales Team Members throughout the United States & Canada. These team members are employed by Musco.
26	Dealer network or other distribution methods.	Musco Sports Lighting has no agents or dealers authorized to represent the company. Musco's custom designed, engineered to order lighting systems must be purchased directly from the company.
27	Service force.	Musco Sports Lighting has over 130 Team Members dedicated to operating and maintaining customer lighting around the USA. Regionally based service technicians are available for quick responses. These Team Members are factory-trained and specialize in routine maintenance, repairs, and analysis of sports-lighting systems. Our Control-Link Central™ is staffed 24/7 with trained operators whom provide scheduling and report assistance, along with one-on-one phone training. Proactive nightly testing is done to assure customers control systems are operating properly and field operations are constantly monitored.
28	Describe in detail the process and procedure of your customer service program, if applicable. Include your response-time capabilities and commitments, as well as any incentives that help your providers meet your stated service goals or promises.	Musco Sports Lighting has over 130 Team Members dedicated to operating and maintaining customer lighting around the USA. Regionally based service technicians are available for quick responses. These Team Members are factory-trained and specialize in routine maintenance, repairs, and analysis of sports-lighting systems. Our Control-Link Central™ is staffed 24/7 with trained operators whom provide scheduling and report assistance, along with one-on-one phone training. Proactive nightly testing is done to assure customers control systems are operating properly and field operations are constantly monitored.
29	Identify any geographic areas that you will NOT be fully serving through the proposed contract.	Musco Sports Lighting is authorized to sell products and provide services in all 50 states, the District of Columbia and Canada. Musco will be able to fully serve all geographic areas through the proposed contract. In Canada, Musco sells under our Canadian company, Musco Sports Lighting Canada Co.
30	Identify any Sourcewell Member sectors (i.e., government, education, not-for-profit) that you will NOT be fully serving through the proposed contract. Explain in detail. For example, does your company have only a regional presence, or do other cooperative purchasing contracts limit your ability to promote another contract?	Musco Sports Lighting will be able to fully serve all Sourcewell Members through the proposed contract.
31	Define any specific contract requirements or restrictions that would apply to our Members in Hawaii and Alaska and in US Territories.	Musco has no specific requirements or restrictions which apply to Sourcewell Members located outside the continental USA.

Marketing Plan

Line Item	Question	Response *
32	Describe your marketing strategy for promoting this contract opportunity. Upload representative samples of your marketing materials (if applicable) in the document upload section of your response.	<p>Musco has several brochures available to market our product to Sourcewell members. A sampling of what we can supply is listed below and attached.</p> <ul style="list-style-type: none"> • World Class Leaders brochure • Always Ready to Play brochure • Light-Structure System™ with Total Lighting Control – TLC for LED® brochure • Retrofit Lighting Solutions TLC for LED® brochure • Large Area Lighting brochure • Indoor Sports Lighting Solutions brochure • Control-Link® Control System brochure <p>Musco Sports Lighting markets our products through tradeshows, conventions, direct mail and advertising. Musco does targeted, personalized marketing promotions to specific customer groups and would be able to provide information on Sourcewell as appropriate in those promotions. Our National Sales Team would promote Sourcewell by informing qualified customers of this available resource for their use in purchasing their sports lighting system.</p>
33	Describe your use of technology and digital data (e.g., social media, metadata usage) to enhance marketing effectiveness.	Musco regularly provides updates about our team, product, services and projects via our web site (www.musco.com) & social media accounts (Twitter, Facebook & LinkedIn). In addition to the company ran social media accounts, our sales representatives each have a Twitter account that they post updates to on a regular basis.
34	In your view, what is Sourcewell's role in promoting contracts arising out of this RFP? How will you integrate a Sourcewell-awarded contract into your sales process?	Musco would anticipate that Sourcewell promotes Musco products and services to their Members through their web site, social media, tradeshows and publications. Musco became an awarded Sourcewell vendor in 2014. Using this tool in our sales toolbox, we have seen the yearly Sourcewell sales significantly increase in a short 4 year period of time. We look forward to continuing to educate eligible members and our Musco Team Members on the benefits of Sourcewell.
35	Are your products or services available through an e-procurement ordering process? If so, describe your e-procurement system and how governmental and educational customers have used it.	Due to Musco's custom designed, engineered to order lighting systems, our products and services are not available through any e-procurement ordering process.

Value-Added Attributes

Line Item	Question	Response *
36	Describe any product, equipment, maintenance, or operator training programs that you offer to Sourcewell Members. Include details, such as whether training is standard or optional, who provides training, and any costs that apply.	Musco includes training with the purchase of our products. Our Control-Link Central™ is staffed 24/7 with trained operators whom provide scheduling and report assistance, along with one-on-one phone training.

37	Describe any technological advances that your proposed products or services offer.	<p>At Musco, our approach is more than just selling and installing poles and fixtures. We are in the business of selling the right amount light, on and off the facility, for the least amount of cost over the life of the warranty. We work closely with the owner and their consultants to gain a full understanding of the facility, its use and surroundings.</p> <p>Musco's Light-Structure System™ has delivered long-term performance for thousands of customers around the world. Lights, structures, and electrical components are engineered to work together. This assures the designed lighting gets in the place and stays there over the life of the system, while also maintaining and protecting the operating environment so the components continue to function. We have included features like easy to reach remote drivers, integrated grounding, and surge protection to ensure the longevity of the LED's sensitive electronic components.</p> <p>For nearly a decade, the Musco Team has been testing the LED light source and applying it on projects where it was the best choice. We have researched LED's distinctive challenges and advantages and applied our knowledge of light control to the unique characteristics of the diode, assuring the quality of lighting for which Musco is known. We have paired our expertise in controlling light with the advancing output of LED to the point that we are confident it's a cost-effective option to consider for recreational facilities. Musco creates controlled light, not floodlights.</p> <p>LED brings many benefits and new opportunities, but it's a tool, not a solution. Controlling LED's intense, "rifle shot" of light is challenging. But with Total Light Control – TLC for LED®, we are able to achieve things never before possible – from pinpoint precision, to instant on/off, to varying light levels for different needs and sport presentation theatrics (choreographed light & music shows).</p> <p>The key issue in sports lighting haven't changed: generating light, projecting it onto the target, keeping it out of the neighborhood and night sky, and creating an operating environment that allows it to last in real world conditions. Musco is able to carve out the area to be lighted and dramatically cut off any impact on the surrounding area. We use more of the light produced by the fixture, lose less light, and don't abuse the neighborhood.</p> <p>With cities and recreational needs growing faster than ever, it's critical to maximize the available resources and make solid decisions about managing and expanding facilities. The Control-Link® System is a reliable, cost-effective control system that helps control, monitor, and manage recreation facility lighting. It can control existing lighting systems and other electrically-operated equipment. Whether for new lighting systems or to upgrade existing lights, the Control-Link® system includes our Control-Link Central™ team, the on-site Control-Link® equipment, and an industry-leading warranty. Our exclusive Control-Link Central™ team is staffed 24/7 to assist with your scheduling and reporting needs.</p> <p>Musco's Light-Structure System™ with Total Light Control – TLC for LED® is backed by an industry-leading 25 year warranty. Musco's Constant 25™ Product Assurance & Warranty program covers all materials and labor to maintain operation of its lighting system to original design criteria for 25 years.</p>
38	Describe any "green" initiatives that relate to your company or to your products or services, and include a list of the certifying agency for each.	<p>Musco is committed to excellence and leadership in the protection of the environment, and the implementation of sustainable guidelines. We minimize the emissions to air, water, and land through programs to reduce pollution at its source and will conserve energy through the use of energy efficient lighting systems.</p> <p>Product:</p> <ul style="list-style-type: none"> • Musco's Green Generation Lighting® (HID) and TLC for LED® technology are 30 to 80 percent more energy efficient than traditional lighting equipment. • Customized optics direct light onto the desired surface, reducing wasted light into the surrounding area. • Control-Link® system provides remote on/off control, allowing customers to schedule our light systems to help maximize energy efficiency. • Eases pollution by eliminating or reducing the use of hazardous substances and reducing greenhouse gas emissions. <p>Manufacturing:</p> <ul style="list-style-type: none"> • On-site waste management includes recycling manufacturing scrap materials, wooden skids, paper and other packaging materials. • Packaging of our Light-Structure System™ contains between 30 to 50 percent recycled material. • Reusable packaging is used to move components from original fabrication through the complete manufacturing process. • During the spot maintenance and complete system lamping provided by Musco, all HID lamps are recycled to salvage both the mercury and glass. • Reuse water during the manufacturing process and conserve water when possible. <p>Office:</p> <ul style="list-style-type: none"> • Electronic components that are not re-usable due to equipment failure or are below minimum requirements are recycled through and E-Waste Facility. • Use geothermal heating and air conditioning to minimize energy consumption. • Our facilities have automatic toilets and faucets to minimize water usage.

39	Identify any third-party issued eco-labels, ratings or certifications that your company has received for the equipment or products included in your Proposal related to energy efficiency or conservation, life-cycle design (cradle-to-cradle), or other green/sustainability factors.	Musco currently does not hold any third-party issued eco-labels, ratings or certifications for our products. With sports lighting being a small piece of the U.S.A. lighting marketplace, categories just don't exist for this type of product. Musco has been the industry leader in developing an industry leading lighting system that provides high quality on field performance and environmental sensitivity to the surrounding area. Energy efficiency, spill and glare control, and field management solutions have been our staple for success in the industry.
40	Describe any Women or Minority Business Entity (WMBE), Small Business Entity (SBE), or veteran owned business certifications that your company or hub partners have obtained. Upload documentation of certification (as applicable) in the document upload section of your response.	Musco Sports Lighting, LLC is not a Women or Minority Business Entity (WMBE), Small Business Entity (SBE), or veteran owned business.
41	What unique attributes does your company, your products, or your services offer to Sourcewell Members? What makes your proposed solutions unique in your industry as it applies to Sourcewell members?	<p>Musco Sports Lighting provides a custom designed, engineered to order lighting systems, from foundation to pole top that operates as a complete system. The lighting system comes with our Constant 25™ or Constant 10™ Product Assurance & Warranty Program. Musco's Constant 25™ or Constant 10™ not only covers your product for 25 or 10 years, it guarantees that your light levels will not drop below the designed performance for the warranty period. Musco also includes our Control-Link® system that provides the customer assurance their system will be maintained by Musco for the warrantied period.</p> <p>At Musco, our approach is more than just selling and installing poles and fixtures. We are in the business of selling the right amount light, on and off the facility, for the least amount of cost over the life of the warranty. We work closely with the owner and their consultants to gain a full understanding of the facility, its use and surroundings.</p>
42	Identify your ability and willingness to provide your products and services to Sourcewell member agencies in Canada.	Musco Sports Lighting, LLC has the ability and willingness to provide our products and services to Sourcewell Member agencies in Canada. In Canada, Musco sells under our Canadian company, Musco Sports Lighting Canada Co.

Warranty

Describe in detail your manufacturer warranty program, including conditions and requirements to qualify, claims procedure, and overall structure. You may upload representative samples of your warranty materials (if applicable) in the document upload section of your response in addition to responding to the questions below.

Line Item	Question	Response *
43	Do your warranties cover all products, parts, and labor?	Musco Sports Lighting, LLC will provide all materials and labor to maintain operation of its lighting system to original design criteria for 25 or 10 years. Musco products and services are guaranteed to perform for the customer as detailed in the Musco Constant 25™ or Musco Constant 10™ documents. Under the Musco Constant 25™ or Musco Constant 10™ Product Assurance & Warranty Program, Musco pays any upfront cost for shipping cost, installation cost, any associated rental equipment cost & disposal cost for the replaced equipment.
44	Do your warranties impose usage restrictions or other limitations that adversely affect coverage?	With Musco's TLC for LED®, there is no hour usage restriction for our Musco Constant 25™ or Musco Constant 10™ Product Assurance & Warranty Program but we do ask for expected usage hours to meet design criteria of the project.
45	Do your warranties cover the expense of technicians' travel time and mileage to perform warranty repairs?	Yes, the Musco Constant 25™ and Musco Constant 10™ Product Assurance & Warranty Program covers the technicians travel time and mileage to perform any warranty repairs.
46	Are there any geographic regions of the United States (and Canada, if applicable) for which you cannot provide a certified technician to perform warranty repairs? How will Sourcewell Members in these regions be provided service for warranty repair?	Musco will be able to cover all geographic regions of the United States & Canada with our Lighting Services Team that is comprised of trained technical employees specializing in sports lighting that provide field maintenance, warranty work, consulting and temporary lighting. They are regionally based to effectively provide service in every state & Canada. Musco also has a network of contractors located throughout the United States and Canada that we utilize to install and maintain our lighting systems per Musco Constant 25™ and Musco Constant 10™ documents.
47	Will you cover warranty service for items made by other manufacturers that are part of your proposal, or are these warranties issues typically passed on to the original equipment manufacturer?	Yes, items included in the scope of the Musco sports lighting design, Musco will cover warranty service for those items.
48	What are your proposed exchange and return programs and policies?	Due to Musco's custom designed, engineered to order lighting systems, therefore does not require an exchange and return program. Any defective on arrival product or repairs are covered by the Musco Constant 25™ and Musco Constant 10™ Product Assurance & Warranty Program.
49	Describe any service contract options for the items included in your proposal.	Musco Sports Lighting, LLC will provide all materials and labor to maintain operation of its lighting system to original design criteria for 25 or 10 years. Musco products and services are guaranteed to perform for the customer as detailed in the Musco Constant 25™ or Musco Constant 10™ documents.

Payment Terms and Financing Options

Line Item	Question	Response *
50	What are your payment terms (e.g., net 10, net 30)?	Musco's payment terms are Net 30. A service charge of 1 ½% per month (annual percentage rate of 18%) will be charged on all invoices 30 days past due.
51	Do you provide leasing or financing options, especially those options that schools and governmental entities may need to use in order to make certain acquisitions?	<p>Musco Finance™ was established in 2006, it provides competitive financing solutions that enable customers to realize the benefits of Musco products and services. Hundreds of customers have used these solutions to complete their lighting projects. Musco Finance™ has provided budget-accommodating financing for governmental, commercial, and not-for-profit entities throughout the United States of America.</p> <p>The municipal lease-purchase program, offered by Musco Finance™ provides the funding opportunity many public entities need for facility improvements such as sports lighting. The program provides a flexible, cost-effective means of funding essential renovations and, in many areas, may eliminate much of the time and expense associated with selling bonds for a project. A known set expense can be budgeted annually; freeing entities from budget uncertainties and lowering cash flow impact.</p>
52	Briefly describe your proposed order process. Include enough detail to support your ability to report quarterly sales to Sourcewell as described in the Contract template. For example, indicate whether your dealer network is included in your response and whether each dealer (or some other entity) will process the Sourcewell Members' purchase orders.	<ul style="list-style-type: none"> • Establish the value & price for the lighting solution with which the customer is comfortable. • Present information about Sourcewell as a means by which they can purchase what they want at a beneficial price without having to go through the public bid process. • Educate the customer about Sourcewell benefits and the ease of using this cooperative purchasing agreement. • Provide the customer with the link to become a Sourcewell Member, if not already. • Provide quote reflecting the Sourcewell contract number and award expiration date to customer. • Receive PO from customer reflecting that the purchase was utilizing the Sourcewell contract (contract number stated on PO). • On a quarterly basis, pull report of Sourcewell purchases, submit & remit payment to Sourcewell. To be submitted using the reporting template provided by Sourcewell.
53	Do you accept the P-card procurement and payment process? If so, is there any additional cost to Sourcewell Members for using this process?	Musco Sports Lighting currently does not accept P-card procurement cards.

Pricing and Delivery

Provide detailed pricing information in the questions that follow below. Keep in mind that reasonable price and product adjustments can be made during the term of an awarded Contract as described in the RFP, the template Contract, and the Sourcwell Price and Product Change Request Form.

Line Item	Question	Response *
54	Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the Sourcwell discounted price) on all of the items that you want Sourcwell to consider as part of your RFP response. If applicable, provide a SKU for each item in your proposal. Upload your pricing materials (if applicable) in the document upload section of your response.	<p>Musco Sports Lighting provides a custom designed, engineered to order lighting system, pricing is based per the RFP. This price list should not be considered complete and exhaustive due to the nature of each project being a unique, custom design build situation. Extreme spill and glare concerns, pole locations, and wind zone variance may affect price. RFP quoted pricing is for the most common field designs based on structural code and utilizing IBC 2012, 115 mph, Exposure C.</p> <p>Installations services are available on a per project basis dependent upon Musco's compliance with state and local licensing requirements. Labor and materials for the complete installation, including foundations, pole erection, trenching, backfill, conduit, wire, electrical distribution and service cabinet(s) and site restoration shall utilize the current RS Means pricing, coefficient and must also include the appropriate City Cost Index.</p>
55	Quantify the pricing discount represented by the pricing proposal in this response. For example, if the pricing in your response represents a percentage discount from MSRP or list, state the percentage or percentage range.	The percentage discount from list prices offered under this RFP is 5%. The attached price list already takes into account the 5% discount.
56	Describe any quantity or volume discounts or rebate programs that you offer.	As Musco is a custom designed, engineered to order lighting system, there is no quantity or volume discounts available.
57	Propose a method of facilitating "sourced" products or related services, which may be referred to as "open market" items or "nonstandard options". For example, you may supply such items "at cost" or "at cost plus a percentage," or you may supply a quote for each such request.	Musco will work with the Sourcwell member with the regard to pricing and delivery of any open market and/or non-standard options which would be desired, agree upon desired outcome, reflect this in the customer quote for customer use in issuing a purchase order.
58	Identify any element of the total cost of acquisition that is NOT included in the pricing submitted with your response. This includes all additional charges associated with a purchase that are not directly identified as freight or shipping charges. For example, list costs for items like pre-delivery inspection, installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.	As Musco is a custom designed, engineered to order lighting system, pricing is based per the RFP. The pricing can also include equipment installation. Labor and materials for the complete installation include, foundations, pole erection, trenching, backfill, conduit, wire, electrical distribution and service cabinet(s) and site restoration shall utilize the current RS Means pricing, coefficient and must also include the appropriate City Cost Index. If the construction project requires, Musco offers pre-shipment of the precast concrete bases. The additional cost for the pre-shipment of the precast concrete bases will vary depending on the location of the lighting project.
59	If freight, delivery, or shipping is an additional cost to the Sourcwell Member, describe in detail the complete freight, shipping, and delivery program.	Musco's pricing includes delivery within the State of Minnesota to the job site and are for lighting systems materials only. Additional freight cost may be incurred outside the State of Minnesota.
60	Specifically describe freight, shipping, and delivery terms or programs available for Alaska, Hawaii, Canada, or any offshore delivery.	Musco has no specific requirements in regards to Alaska, Hawaii, Canada, or any offshore delivery.
61	Describe any unique distribution and/or delivery methods or options offered in your proposal.	Musco Sports Lighting offers custom designed, engineered to order lighting systems. Products are directly purchased from the company as we have no agents or authorized dealers. When you purchase a complete lighting system from Musco, it is delivered from our dedicated transportation company with Musco Lighting signage on the trucks.

Pricing Offered

Line Item	The Pricing Offered in this Proposal is: *	Comments
62	b. the same as the Proposer typically offers to GPOs, cooperative procurement organizations, or state purchasing departments.	

Audit and Administrative Fee

Line Item	Question	Response *
63	Specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed Contract with Sourcewell. This process includes ensuring that Sourcewell Members obtain the proper pricing, that the Vendor reports all sales under the Contract each quarter, and that the Vendor remits the proper administrative fee to Sourcewell.	<p>A self-audit process is in place specifically intended to verify compliance of cooperative purchasing contracts.</p> <ul style="list-style-type: none"> Sales Administrator pulls quarterly contract sales report for the cooperative purchasing contract and its associated fee for that time period. Each contract project PO is checked and validated that it is an awarded contract purchase Project awarded contract fee is validated as correct When validation complete, report sent to cooperative purchasing organization As a checks & balance process, Funding Resource Specialist pulls a Method of Purchase by type report on a quarterly basis and a comparison is done with quarterly contract sales reports to ensure totals for an awarded contract matches on both reports Invoice documents for projects of a contract member are available for review upon request
64	Identify a proposed administrative fee that you will pay to Sourcewell for facilitating, managing, and promoting the Sourcewell Contract in the event that you are awarded a Contract. This fee is typically calculated as a percentage of Vendor's sales under the Contract or as a per-unit fee; it is not a line-item addition to the Member's cost of goods. (See the RFP and template Contract for additional details.)	Musco Sports Lighting, LLC proposes a 2% administrative fee calculated as a percentage of the customer contract sales price.

Industry Specific Questions

Line Item	Question	Response *
65	Describe the average life span of your sports lighting systems?	In 2005, Musco started our Musco Constant 25™ or Musco Constant 10™ Product Assurance & Warranty Programs (coverage depends on the lighting system and the original design criteria). Musco has several lighting systems that are over 35 years old that are still in operation today.
66	Describe your process for evaluating on field and off site glare for your sports lighting products?	<p>Musco measures both on field & off site glare by looking at luminous intensity (candela) at various locations. This evaluation is done during the design state of the project.</p> <p>On field – Musco's goal is to have no more than 500 candela at the home plate location while looking at the outfield poles. Similarly, our outfield positions will have no more than 500 candela while looking at the infield poles.</p> <p>Off site – Musco strives to achieve candela equal to or less than 7,000 candela at 150' perimeter around the field. Candela is measured at 5' above grade at 150' perimeter.</p>
67	How many LED sports lighting fixtures, within approx. 1,000 fixtures, do you currently have installed in the marketplace?	Musco Sports Lighting has been developing LED lighting solutions since 2008. Musco's first LED sports application was installed on a soccer field in 2010. Since that time, Musco has installed hundreds of thousands of LED sports lighting fixtures. This is more than any other sports lighting manufacturer in the marketplace.
68	Are there any additional or on-going fees in regards to the operation of your lighting control system?	With Musco's Control-Link@System, there are no additional or on-going fees (including cellular and/or data charges) in regards to the control, monitoring, remote connectivity and alerts of your sports lighting system during the warranted period (25 or 10 years).
69	If you are awarded a contract, provide a few examples of internal metrics that will be tracked to measure whether you are having success with the contract.	On a monthly basis, Musco is looking at the total number of projects sold & and how they breakdown by method of purchase (bid, competitive negotiation, cooperative purchase & direct purchase). Several times during the year, we break down the method of purchase by each cooperative purchase contract. These numbers are compared to the previous timeframes and evaluated.

Exceptions to Terms, Conditions, or Specifications Form

Line Item 67. **NOTICE:** To identify any exception, or to request any modification, to the Sourcewell template Contract terms, conditions, or specifications, a Proposer must submit the exception or requested modification on the **Exceptions to Terms, Conditions, or Specifications Form** immediately below. The contract section, the specific text addressed by the exception or requested modification, and the proposed modification must be identified in detail. Proposer's exceptions and proposed modifications are subject to review and approval of Sourcewell and will not automatically be included in the contract.

Contract Section	Term, Condition, or Specification	Exception or Proposed Modification

Documents

Ensure your submission document(s) conforms to the following:

- 1. Documents in PDF format are preferred. Documents in Word, Excel, or compatible formats may also be provided.
 - 2. Documents should NOT have a security password, as Sourcewell may not be able to open the file. It is your sole responsibility to ensure that the uploaded document(s) are not either defective, corrupted or blank and that the documents can be opened and viewed by Sourcewell.
 - 3. Sourcewell may reject any response where any document(s) cannot be opened and viewed by Sourcewell.
 - 4. If you need to upload more than one (1) document for a single item, you should combine the documents into one zipped file. If the zipped file contains more than one (1) document, ensure each document is named, in relation to the submission format item responding to. For example, if responding to the Marketing Plan category save the document as "Marketing Plan."
- [Financial Strength and Stability](#) - Financial.zip - Tuesday July 09, 2019 14:14:13
 - [Marketing Plan/Samples](#) - Marketing Plan.zip - Tuesday July 09, 2019 08:09:48
 - [WMBE/MBE/SBE or Related Certificates](#) (optional)
 - [Warranty Information](#) - Warranty.zip - Tuesday July 09, 2019 08:09:56
 - [Pricing](#) - Musco Sports Lighting Sourcewell RFP #071619 Pricing.pdf - Friday July 12, 2019 08:38:03
 - [Additional Document](#) - Company & Product Information.zip - Tuesday July 09, 2019 10:03:41

Proposers Assurance of Comp

PROPOSER ASSURANCE OF COMPLIANCE

PROPOSER'S AFFIDAVIT

The undersigned, authorized representative of the entity submitting the foregoing proposal (the "Proposer"), swears that the following statements are true to the best of his or her knowledge.

- 1. The Proposer is submitting its proposal under its true and correct name, the Proposer has been properly originated and legally exists in good standing in its state of residence, the Proposer possesses, or will possess before delivering any products and related services, all applicable licenses necessary for such delivery to Sourcewell member agencies. The undersigned affirms that he or she is authorized to act on behalf of, and to legally bind the Proposer to the terms in this Contract.
- 2. The Proposer, or any person representing the Proposer, has not directly or indirectly entered into any agreement or arrangement with any other vendor or supplier, any official or employee of Sourcewell, or any person, firm, or corporation under contract with Sourcewell, in an effort to influence the pricing, terms, or conditions relating to this RFP in any way that adversely affects the free and open competition for a Contract award under this RFP.
- 3. The contents of the Proposer's proposal have not been communicated by the Proposer or its employees or agents to any person not an employee or agent of the Proposer and will not be communicated to any such persons prior to the official opening of the proposals.
- 4. The Proposer has examined and understands the terms, conditions, scope, contract opportunity, specifications request, and other documents in this solicitation and affirms that any and all exceptions have been noted and included with the Proposer's Proposal.
- 5. The Proposer will, if awarded a Contract, provide to Sourcewell Members the /products and services in accordance with the terms, conditions, and scope of this RFP, with the Proposer-offered specifications, and with the other documents in this solicitation.
- 6. The Proposer agrees to deliver products and services through valid contracts, purchase orders, or means that are acceptable to Sourcewell Members. Unless otherwise agreed to, the Proposer must provide only new and first-quality products and related services to Sourcewell Members under an awarded Contract.
- 7. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.
- 8. The Proposer understands that Sourcewell will reject RFP proposals that are marked "confidential" (or "nonpublic," etc.), either substantially or in their entirety. Under Minnesota Statute §13.591, Subd. 4, all proposals are considered nonpublic data until the evaluation is complete and a Contract is awarded. At that point, proposals generally become public data. Minnesota Statute §13.37 permits only certain narrowly defined data to be considered a "trade secret," and thus nonpublic data under Minnesota's Data Practices Act.

The Proposer understands that it is the Proposer's duty to protect information that it considers nonpublic, and it agrees to defend and indemnify Sourcewell for reasonable measures that Sourcewell takes to uphold such a data designation.

☒ By checking this box I acknowledge that I am bound by the terms of the Proposer's Affidavit, have the legal authority to submit this Proposal on behalf of the Proposer, and that this electronic acknowledgment has the same legal effect, validity, and enforceability as if I had hand signed the Proposal. This signature will not be denied such legal effect, validity, or enforceability solely because an electronic signature or electronic record was used in its formation.
- James Hansen, Secretary

The Proposer declares that there is an actual or potential Conflict of Interest relating to the preparation of its submission, and/or the Proposer foresees an actual or potential Conflict of Interest in performing the contractual obligations contemplated in the bid.

☒ Yes ☐ No

The Bidder acknowledges and agrees that the addendum/addenda below form part of the Bid Document.

Check the box in the column "I have reviewed this addendum" below to acknowledge each of the addenda.

File Name	I have reviewed the below addendum and attachments (if applicable)	Pages
There have not been any addenda issued for this bid.		

Brentwood City Commission Agenda

Meeting Date: 06/22/2020

Approval to Purchase Network Security Firewalls from Presidio

Submitted by: Michele Kramer, Technology

Department: Technology

Information

Subject

Approval to Purchase Network Security Firewalls from Presidio

Background

One of the primary layers in the City's network security are Firewall appliances. We have two at City Hall, one is the primary and the second is a hot standby so it will automatically take over if the first one has a failure or if it needs to be taken offline for maintenance. There is also a single Palo Alto firewall at the Library for our backup Internet connection.

The purpose of a firewall is to protect the city's internal networks and connected computers while allowing internet access to PC's and laptops. The City of Brentwood uses next generation firewalls from Palo Alto Networks. While all major manufactures use basic firewalling concepts, Palo Alto firewalls also provide content filtering, antivirus, and anti-spyware. The City Hall firewalls are almost 5 years old and are scheduled for replacement. The City paid \$57,761 for the two current firewalls at City Hall and pays \$20,889 annually for maintenance and subscription fees. The total cost of ownership has been \$162,206 for five years.

Staff has been working with Presidio and PaloAlto to reduce the cost by prepaying the cost of maintenance and subscription fees for three years to \$18,103 annually (\$54,307.58 total) and they reduced the cost of the two firewalls to \$27,615, (approximately 50% savings for the pair). This will reduce the cost to \$81,922.58 for three years with anticipated cost of \$19,000 for the fourth year. This will be an approximate savings of \$60,000 for the life of the new firewalls compared to the ones being replaced.

Staff is recommending purchase of these firewalls from Presidio for \$81,922.58 under GSA Schedule #GS-35F-0119Y. This is a budgeted expense from the equipment replacement schedule.

Staff Recommendation

Technology staff recommend purchase of network firewalls from Presidio

Fiscal Impact

Amount : \$81,922.58

Source of Funds: Equipment Replacement Fund

Account Number: 310-41640-89540

Fiscal Impact:

Attachments

Palo Alto Firewall

TO: City of Brentwood
John Allman
5211 Maryland Way
Brentwood, TN 37027

john.allman@brentwoodtn.gov
(p) (615) 371-7000 Ext. 0000

FROM: Presidio Networked Solutions
Eddie Orfale
12 Cadillac Drive
Suite 130
Brentwood, TN 37027

eorfale@presidio.com
(p) 407.641.0550
(f) 615.866.5763

BILL TO: City of Brentwood

PO BOX 788
Brentwood, TN 37024

SHIP TO: City of Brentwood

5211 Maryland Way
Brentwood, TN 37027

Customer#: CITYO509

Contract Vehicle: Carahsoft Technology Corp GSA GS35F0119Y Palo Alto

Account Manager: Jeff Hodges

Inside Sales Rep: Eddie Orfale

Title: City of Brentwood - PAN-PA-3250 3 Years - v2

Comments: GSA Schedule No: GS-35F-0119Y

#	Part #	Description	Unit Price	Qty	Ext Price
1	PAN-PA-3250	Palo Alto Networks PA-3250 with redundant AC power supplies	\$13,807.50	2.00	\$27,615.00
2	PAN-PA-3250-TP-3YR-HA2	Threat prevention subscription 3 year prepaid for device in an HA pair, PA-3250	\$5,859.00	2.00	\$11,718.00
3	PAN-PA-3250-URL4-3YR-HA2	PANDB URL filtering subscription 3 year prepaid for device in an HA pair, PA-3250	\$5,859.00	2.00	\$11,718.00
4	PAN-PA-3250-WF-3YR-HA2	WildFire subscription 3 year prepaid for device in an HA pair, PA-3250	\$5,859.00	2.00	\$11,718.00
5	PAN-SVC-PREM-3250-3YR	Premium support 3-year prepaid, PA-3250	\$9,576.79	2.00 for 36 mo(s)	\$19,153.58

Sub Total: \$81,922.58

Grand Total: \$81,922.58

TERMS AND CONDITIONS OF GSA SCHEDULE GS35F0119Y SHALL GOVERN

Customer hereby authorizes and agrees to make timely payment for products delivered and services rendered, including payments for partial shipments

Customer Signature

Date

Brentwood City Commission Agenda

Meeting Date: 06/22/2020

Approval to Purchase Replacement Security Cameras from B&H Photo

Submitted by: John Allman, Technology

Department: Technology

Information

Subject

Approval to Purchase Replacement Security Cameras from B&H Photo

Background

The City has approximately 115 security cameras throughout five buildings. We replace cameras every 4-6 years depending on the performance and degradation of video quality. This fiscal year we are replacing 20 cameras: 8 at the Library, 5 at City Hall and 7 at Safety Center East. The total cost to replace the cameras is \$7,090, which are available from B&H Photo Video using the OMNIA Partners Purchasing Cooperative (formerly US Communities).

Although this particular purchase is under the \$10,000 threshold that triggers Commission approval, the purchase total will put the City over \$10,000 in cumulative purchases from this vendor; therefore, staff is presenting this to the Commission for approval.

Please see the Technology Director with any questions.

Staff Recommendation

Staff proposes to purchase these from B&H Photo Video using the OMNIA Partners Purchasing Cooperative (formerly US Communities) for \$7,090.

Fiscal Impact

Amount : \$1,635.00

Source of Funds: Municipal Center Fund

Account Number: 434-41810-82660

Fiscal Impact:

Amount : \$2,726.00

Source of Funds: Library

Account Number: 110-44800-82660

Fiscal Impact:

Amount : \$2,729.00

Source of Funds: Safety Center East

Account Number: 110-42210-82660

Fiscal Impact:

Attachments

B&H Photo Quote

List of Replacement Cameras



The Professional's Source

Government, Education, and Corporate Department

For Pricing Requests, Purchase Orders, and Customer Service:

Phone: 800-947-8003
212-239-7503

Fax: 800-858-5517
212-239-7759

Email: Education: emailbids@bhphoto.com
Corporate: corporatesales@bhphoto.com

Fed Gov: federsales@bhphoto.com
State and Local: biddept@bhphoto.com

420 Ninth Avenue, New York City, NY 10001 • www.bhphotovideo.com

Prices Are Valid Until:

07/14/20

Quote No.: 1063636218

Reference No.: R160901-P

Sold To: John Allman
City Of Brentwood
5211 Maryland Way
BRENTWOOD, TN 37027

Ship To:
City Of Brentwood
5211 Maryland Way
BRENTWOOD, TN 37027

Bill Phone: (615)371-7000

(615)371-7000

Date	Customer Code	Terms	Salesperson	Ship Via
06/14/20	A7278427	N/A	WB	FDX GROUND
Qty Ord	Item Description	SKU# MFR#	Item Price	Amount
15	AXIS M3046-V 4MP DOME CAMERA/REG	AXME046V (0806001)	327.36	4,910.40
5	AXIS M3106-LVE MK II D/N VNDL MINI DOME/IR/REG	AX01037001 (01037001)	436.81	2,184.05
PLEASE NOTE: ----- IMPORTANT NOTICE: B&H has begun collecting Tennessee sales tax. If you are TN tax exempt, please contact our TAX Department. To update the status of your account, please email				

Continued on Next Page ...



Government, Education, and Corporate Department

For Pricing Requests, Purchase Orders, and Customer Service:

Phone: 800-947-8003
212-239-7503

Fax: 800-858-5517
212-239-7759

Email: Education: emailbids@bhphoto.com
Corporate: corporatesales@bhphoto.com

Fed Gov: federsales@bhphoto.com
State and Local: biddept@bhphoto.com

The Professional's Source

420 Ninth Avenue, New York City, NY 10001 • www.bhphotovideo.com

Federal ID#: 13-2768071

Quote No.: 1063636218

Date	Customer Code	Terms	Salesperson	Ship Via		
	A7278427	N/A	Slsm	FDX GROUND		
Qty Ord	Item Description			SKU# MFR#	Item Price	Amount
	a completed tax exempt certificate to taxcertificates@bhphoto.com. The B&H Tax Department can be reached via phone at 212-502-6308. **** Please reference your quote number on all PO's **** Certain items may be enforced by vendor to sell at the vendor-imposed price posted at the time of order.					
Payment Type - N/A				- Amount		Sub-Total: 7,094.45
						Shipping: Free STND
						Total: 152 7,094.45

Customer Copy

Page 2 of 2

BNH_quote

Replacement Security Cameras

Library

Name-Location	Replacement Camera Models	Cost
LIB-HALL STUDY ROOMS	Axis-M3046-V	\$327
LIB-OUTSIDE PARKING RIGHT	Axis M3106-LVE Mk II	\$437
LIB-ROOM FRISCH	Axis-M3046-V	\$327
LIB-ROOM LEADERSHIP	Axis-M3046-V	\$327
LIB-ROOM DOAN	Axis-M3046-V	\$327
LIB-ROOM BELL	Axis-M3046-V	\$327
LIB-ROOM FALL	Axis-M3046-V	\$327
LIB-ROOM SHAW	Axis-M3046-V	\$327
Total for the Library		\$2,726

City Hall

CH-Receptionist Desk	Axis-M3046-V	\$327
CH-REAR DOOR	Axis-M3046-V	\$327
CH-Upstairs Lobby	Axis-M3046-V	\$327
CH-PD-Booking	Axis-M3046-V	\$327
CH-PD-Interview Room	Axis-M3046-V	\$327
Total for City Hall		\$1,635

Safety Center East

SC-FUEL PUMP	Axis M3106-LVE Mk II	\$437
SC-LOT1	Axis M3106-LVE Mk II	\$437
SC-DIRECTOR HALL	Axis-M3046-V	\$327
SC-TOC HALL	Axis-M3046-V	\$327
SC-FIRE BAY	Axis-M3046-V	\$327
SC-GARAGE Rear 1	Axis M3106-LVE Mk II	\$437
SC-GARAGE Rear 2	Axis M3106-LVE Mk II	\$437
Total for the Service Center		\$2,729
Total Purchase for replacement cameras		\$7,090

Brentwood City Commission Agenda

Meeting Date: 06/22/2020

Ordinance 2020-01 - Second and Final Reading for an Ordinance Rezoning Approximately 28 Acres of Land Located on the North Side of Split Log Road from R-2 to OSRD on First Reading

Submitted by: Jeff Dobson, Planning & Codes

Department: Planning & Codes

Information

Subject

Second and final reading for Ordinance 2020-01, which requests the rezoning of approximately 28 acres of land located on the north side of Split Log Road, 0.35 miles west of its intersection with Ragsdale Road. Specifically, the property is located at 9520 Split Log Road. The requested change is from the R-2 (Suburban Residential) zoning district to the OSRD (Open Space Residential Development) zoning district.

Background

The attached ordinance proposes the rezoning of approximately 28 acres of property owned by Ken and Mary Jo Allen, which is located at 9520 Split Log Road.

SUMMARY OF THE PROPOSED DEVELOPMENT PLAN

The subject property proposed for rezoning presently includes rolling pastureland used for raising cattle. Tree cover is minimal. There is a 180-foot-wide Columbia Gulf Gas Transmission Line easement that encumbers the northwestern corner of the property. Three gas lines lie within the easement. The proposed design includes the existing Allen residence, which will remain and be incorporated into the project. The existing house will sit on a 6.23-acre tract (Lot 18). The Allens will continue to live on and own the property. According to the Williamson County Property Assessor, the house was built in 1991 and includes an area of approximately 3,428 square feet. There are also several accessory structures on the tract.

The proposed rezoning plan was originally scheduled for first reading on February 10, 2020. Before the City Commission meeting, the applicant requested a deferral of consideration by the Board of Commissioners. The item was deferred to the March 9, 2020 agenda. The reason for the deferral primarily related to the size of the large lot and its potential to be further subdivided in the future once OSRD zoning was in place. Since the deferral on February 10, the developers' attorney has prepared restrictive covenants that would apply to the large lot. At the March 9 meeting, the Board of Commissioners unanimously approved the ordinance on its first reading.

On March 17, 2020 the developer was notified that staff recommended that the required community meeting be postponed due to the COVID-19 pandemic in an effort to be in compliance with the Governor's executive orders and the CDC guidelines regarding public gatherings. The community meeting was originally scheduled for April 2, 2020 but was not held until May 28, 2020. Postponement of the community meeting stopped the rezoning process temporarily. Section 78-87(f) provides for a total of 120 days after a rezoning is placed on the agenda for first reading (February 10, 2020), to complete the rezoning process. The initial deadline to complete the rezoning process, as considered from February 10, 2020 was June 9, 2020. The staff requested deferral of the community meeting resulted in a 72-day delay (as counted from March 17 to May 28) in the consideration of the request. Since deferral of the community meeting was at staff's recommendation and due to circumstances beyond the applicant's control, it is recommended that the maximum number of days to complete the rezoning process for Ordinance 2020-01 be extended accordingly. Second and final reading is currently scheduled for June 22, 2020.

The Allens have agreed to sell their entire 28 +/- acre property to Turnberry Homes LLC. If the proposed OSRD Development Plan is approved, at the time the final plat for the property is recorded, Turnberry Homes LLC will reconvey the 6.23-acre property (the "Allen Residence Lot"), identified as Lot 18 on the attached plan, back to the Allens, including the existing residential structure and the lot on which the structure is located in the anticipated shape and configuration shown on the proposed plan. The proposed subdivision restrictive covenants require that the lot on which the Allen residence is located shall not be further subdivided, but shall remain as currently configured. The restrictive covenants will be recorded at the Williamson County Register of Deeds Office along with the final plat and will run with the land. A copy of the proposed Restrictive Covenant is attached below. The restriction would also be added as a note to the final plat.

Adjacent to the property to the north and west is the Glen Abbey subdivision, also zoned OSRD. To the east are two larger single-family tracts having approximate areas of nine to 11 acres, zoned R-2. Across Split Log Road to the south lies the Taramore and Morgan Farms subdivisions, which are almost completely developed and also zoned OSRD.

The developer has provided an R-2 concept plan that envisions how the property might be developed in accordance with the underlying zoning district. The plan estimates that a total of 20 lots could be obtained if a divided Lot 18 is used as part of the subdivision design. The area of Lot 18 was used in the calculation of the number of lots that might be obtained under the R-2 zoning district, even though it is shown as one lot on the proposed development plan.

Access to the development is provided by a single street from Split Log Road that winds through the subdivision and connects to the north to Glenfiddich Trace in Section Two of the Glen Abbey subdivision, which was stubbed to the property line in anticipation of this

future connection. At the intersection with Split Log Road, the plan proposes a divided street with a median section separating the flow of traffic that aligns with Ivy Crest Drive in the Taramore Subdivision. Engineering staff recommend this change to promote improved visibility and driver decision making accommodating both entrance and exit flow. This was also a recommendation from the City's traffic consultant based upon his review of the plan.

The plan also shows the proposed location of the Cluster Box Units (CBUs) as required for mail delivery by the United States Postal Service in an area east of Borrow Lane and south of proposed Lot 17.

The specifics of the proposed development plan are shown in the following tables:

<i>FEATURE</i>	<i>AREA (SF)</i>	<i>AREA (AC)</i>
Average Lot Area	22,014	0.51
Smallest Lot area	17,600	0.40
Largest Lot area	271,276*	6.23
Open Space Required	138,573	3.18
Open Space Provided	495,137	8.19

*Please note that the calculation of the average lot size does not include the area of Lot 18 (6.23 acres) because the average areas of the smaller lots would be skewed showing larger areas.

ALLEN PROPERTY REZONING	
OPEN SPACE CALCULATIONS 2-26-2020	
Total Site Area (AC)	27.99
Less R.O.W. dedication -- Internal streets	1.80
TOTAL	26.19
Less Areas in 25% Slopes	0.15
Plus 25% of slopes over 25%	0.04
Less Area in Electrical & Gas Easements	3.51
Plus 25% of Area in Electrical & Gas Line Easements	0.88
Total Usable Land Area (AC)	23.45
Less area in lots >1 acre	5.23
TOTAL LAND AREA AVAILABLE	18.22
Total Land Area Required @ 1 DUPA (AC)	18
Land Area in Lots	14.82
Open Space Required	3.18
Open Space Provided	11.37
Excess Open Space	8.19

The plan provides the required arterial road buffer, which is 150 feet wide as measured from the right-of-way of Split Log Road. The buffer extends to the east across Lot 18. Plantings, which will meet Code requirements will be added within the buffer consistent with those existing in the Glen Abbey, arterial road buffer. If the plan is approved, and upon submittal of the preliminary plan for Planning Commission review, the developer will request that 70 trees be permitted to be relocated from the buffer to a planting strip between the sidewalk and the back of the curb to serve as street trees. The reason for this request is related to the encumbrance of a jurisdictional wetland area and overhead utility lines along Split Log Road in the buffer. This request is consistent with Section 78-512(b)5c of the Municipal Code.

Finally, the plan shows a perpetual scenic easement, as permitted by Section 78-186(c)2 of the Municipal Code, around a jurisdictional wetland and a stream at the front of the subdivision. The perpetual scenic easement will be left undisturbed and in its natural state. The City becomes a party to the easement once it is recorded.

WATER AND SEWER

The proposed project lies within the Owl Creek Drainage Basin. However, because all lots will be required to provide grinder pumps, the effluent will be pumped over to a gravity line in the Glen Abbey Subdivision and through the Northumberland Subdivision in the Little Harpeth River Drainage Basin. Staff has confirmed that this tract was originally included in the Little Harpeth River sewer basin for modeling and master planning purposes. The existing house will also be required to tie to sewer, also via grinder pump. All lots will be required to participate in the City's Grinder Pump Maintenance Program. If the rezoning proposal is approved and before a final plat for the property can be recorded the developer will be required to pay a grinder pump installation fee of \$1,900.00 per lot.

SCHOOLS

The proposed plan was provided to Williamson County Schools (WCS) for an assessment of the impact of the proposed development on the schools in the area. Schools serving the subdivision include Jordan Elementary, Sunset Middle and Ravenwood High School.

Based upon the WCS review, the approximate student enrollment at build-out for the Allen Property subdivision is as follows:

Jordan Elementary -- 7 students
Sunset Middle -- 2 students
Ravenwood High -- 2 students

As background, the current capacity and enrollment numbers for the 2019/2020 school year, according to WCS data for the three impacted schools as of April 2019 are as follows: Jordan Elementary (890 capacity/494 Students projected), Sunset Middle (869 capacity/578 students projected), and Ravenwood High (1,649 capacity/1,635 students projected). Note that the projected figures are for the first month of the 2019/2020 school year. Please note that these figures were before the outbreak of the COVID-19 pandemic.

The community meeting was conducted on Thursday May 28, 2020, at the Library. *A total of 12 citizens attended the meeting. Concerns expressed included:*

- *Drainage from Glen Abbey and the new development onto the neighboring properties – 9510 & 9528 Split Log Road;*
- *The existing temporary dead end of Barrow in Glen Abbey – residents not aware that the road would be extended;*
- *The new entrance aligning with Ivy Crest Drive in Taramore;*
- *Additional traffic on Split Log Road;*
- *Future subdivision of the 6.23 acre tract;*
- *The elevation of the stub road in Glen Abbey – road cut through the hill and grading;*

- *Removal of the perimeter fence – it will remain; and*
- *Maintenance of the gas line easement – which is open space and will be maintained by the future HOA.*

The Planning Commission conducted its review and recommendation of the proposal at its regular meeting of June 1, 2020, voting unanimously, ten for and zero against (10-0) to recommend approval of Ordinance 2020-01 to the Board of Commissioners.

The public hearing was held by the Board of Commissioners at its June 8, 2020 meeting. Three citizens spoke at the public hearing.

Second and final reading is scheduled for June 22, 2020.

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

Staff Recommendation

Staff has reviewed the proposed rezoning application and the associated plans and has found that they comply with the applicable provisions of the Zoning Ordinance for consideration by the Board of Commissioners.

Previous Commission Action

On June 8, 2020, the Board of Commissioners conducted the required public hearing, remotely for Ordinance 2020-01. A total of three citizens addressed the Board;

Mr. John Vitucci, 1747 Umbria Dr.
Mr. Paul Selman, 9510 Split Log Road
Mr. Justin Lash, 1849 Wadebridge, Way

On March 9, 2020 the aboard of Commissioners voted unanimously, seven for and zero against (7-0) to recommend approval on first reading of Ordinance 2020-01.

On February 10, 2020 the applicant requested a deferral of consideration of the request by the Board of Commissioners relating to the size of the large lot (Lot 18) and its potential to be further subdivided in the future once OSRD zoning was in place. Since the deferral on the developers' attorney has prepared restrictive covenants that would apply in perpetuity to the large lot.

Fiscal Impact

Attachments

Ordinance 2020-01
Proposed OSRD Plan
R-2 Concept Plan

Cover Sheet -- OSRD Calcs
Boundary Plan
Grading & Drainage Plan
Slope Analysis
Entrance Feature Plan
Landscaping Plans
Road Profiles
Utility Plan
Proposed Restrictive Covenant -- Lot 18
Application for Water/Sewer Availability
Application Package
Community Meeting Summary
PC Review Memo -- Ordinance 2020-01

ORDINANCE 2020-01

AN ORDINANCE OF THE CITY OF BRENTWOOD, TENNESSEE TO AMEND THE ZONING ORDINANCE, SAME BEING CHAPTER 78 OF THE CODE OF ORDINANCES OF THE CITY OF BRENTWOOD, BY CHANGING THE PRESENT ZONING CLASSIFICATION ON CERTAIN PROPERTY LOCATED ON THE NORTH SIDE OF SPLIT LOG ROAD, APPROXIMATELY 0.35 MILES WEST OF ITS INTERSECTION WITH RAGSDALE ROAD AND SOUTH AND EAST OF THE GLEN ABBEY SUBDIVISION, FROM THE R-2 (SUBURBAN RESIDENTIAL) ZONING DISTRICT TO THE OSRD (OPEN SPACE RESIDENTIAL DEVELOPMENT) ZONING DISTRICT, SAID PROPERTY BEING MORE SPECIFICALLY DESCRIBED IN THE PROPERTY DESCRIPTION ATTACHED HERETO AND MADE A PART OF THIS ORDINANCE BY REFERENCE, AND SHOWN ON THE MAP ATTACHED HERETO AND MADE A PART OF THIS ORDINANCE BY REFERENCE; AND TO AMEND THE OFFICIAL ZONING MAP ACCORDINGLY

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

SECTION 1. That the present zoning classification on certain property located on the north side of Split Log Road, approximately 0.35 miles west of its intersection with Ragsdale Road, and south and east of the Glen Abbey Subdivision, be and the same is hereby changed from the R-2 (Suburban Residential) zoning district to the OSRD (Open Space Residential Development) zoning district, said property being more particularly described in the property description attached hereto as Attachment “A,” and being more particularly shown on Attachment “B,” said attachments being made a part of this ordinance by reference.

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

SECTION 3. That the development plan attached hereto as Attachment “B” is hereby approved as the basis for design and layout of the subdivision plat, pursuant to Section 78-185 of the Code of Ordinances of the City of Brentwood.

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

PASSED:	1st reading	_____	PLANNING COMMISSION	_____
	2nd reading	_____	NOTICE OF PASSAGE	
			Notice published in:	_____
			Date of publication:	_____
PUBLIC HEARING				
Notice published in:		<u>Williamson A.M.</u>		
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

ATTACHMENT A
ORDINANCE 2020-01

A tract of land located in the City of Brentwood, Williamson County, Tennessee of record in Deed Book 5772, Page 450 R.O.W .C, TN., and more specifically described as follows;

Beginning at an iron pin (new) being the southwest corner of subject tract and in the northern Right-of-Way of Split Log Road, said iron pin being a common corner with the Glen Abbey Subdivision, Section One of record in Plat Book P59, Page 107 R.O.W.C., TN.,

Thence; Leaving said Right-of-Way and with the common line of the North 072 56' 25" East, a distance of 836.41 feet to an iron pin (new). Said iron pin being located in the rear property line of Lot 45 of the Glen Abbey Subdivision, Section One of record in Plat Book P59, Page 107 R.O.W.C., TN.,

Thence; With the rear property of Lot 45 North 432 43' 47" East, a distance of 138.70 feet to an iron pin (new) in the rear property line of Lot 44 of the Glen Abbey Subdivision, Section One of record in Plat Book P59, Page 107 R.O.W.C., TN.,

Thence; Continuing with said common line a long rear property line of Lots 44, 43 and 42 North 232 10' 30" East a distance of 445 .58 feet to an iron pin (new). Said iron pin being a common corner in the rear property line of Lot 42 of the Glen Abbey Subdivision, Section One and Lot 25 of Glen Abbey Section Two of record in Plat Book P60, Page 121 R.O.W.C., TN.,

Thence; Continuing with the common property line of the Glen Abbey Subdivision, Section Two and Section Three of record in Plat Book P62, Page 106 along the rear lot lines of Lots 25, 65, 66 and 67 South 792 34' 45" East a distance of 755 .76 feet to an iron pin (existing) . Said existing iron pin being a common corner of Kendall Kellar Allen and Mary Jo Allen of Record in Deed Book 5772, Page 450 R.O.W .C, TN., lot 67 of the Glen Abbey Subdivision, Section Three and the Trena Payne Property of record in Deed Book 7099, Page 472 R.O.W.C. TN.,

Thence; With the common line of the Trena Payne Property South 072 27' 02" West, a distance of 1,238 .29 feet to an iron pin (new) passing through an Existing iron pin at 1,236.89 feet . Said iron pin (new) being in the northern Right-of- Way of Split Log Road,

Thence; With said Right-of-Way with a curve to the right having an arc length of 582.98 feet, a radius of 1,879 .86 feet, a chord length of 580.64 feet and a chord bearing of South 872 58' 31" West, to an iron pin (new),

Thence; Continuing with said Right-of-Way North 832 08' 26" West, a distance of 392.02 feet and passing through an existing concrete monument at 2.49 feet, to the point of beginning and containing 1,219,445 sq. ft . or 27,995 acres more or less.

The above-described tract of land is subjected to all easements of record.

This property description was prepared by Tori D. Cassidy RLS #2467 in accordance with the Boundary Survey prepared by Delta Associates, Inc., dated October 01, 2019.

With the John Tom Griggs Jr. Tr. property South 84° 43' 17" East, 681.93 feet to an existing iron pin, said iron pin being the common corner of the John Tom Griggs Jr. Tr. property and with the George M. Cawthon, Jr. property (no record deed found), Thence;

With the common line of Cawthon property South 07° 42' 20" West, a distance of 643.35 feet to an existing iron pin. Said iron pin being the common corner with Cawthon property and the City of Brentwood water tank property (no record deed found), Thence;

With the common line of the City of Brentwood South 07° 57' 11" West, a distance of 210.41 feet to an existing iron pin, Thence;

Continuing with the common line of Cawthon property the next three calls. South 06° 13' 58" West, a distance of 459.51 feet to an existing fence post in stone wall, Thence;

South 06° 06' 35" West, a distance of 56.57 feet to an existing iron pin, Thence;

South 06° 07' 41" West, a distance of 48.43 feet to an iron pin (new), said iron pin being a common corner with the Cawthon, Jr. Tr. property and the James P. O'Rourke property of record in Deed Book 1869, Page 666 R.O.W.C., TN., Thence;

With the common line on the O'Rourke property South 06° 15' 19" West, a distance of 154.02 feet to an existing metal post. Said metal post being a common corner with Cawthon property, O'Rourke property and the Iris Ann Lee Rosenfield property of record in Deed Book 5794, Page 222 R.O.W.C., TN., Thence;

With the common line with the Rosenfield property North 83° 57' 54" West, a distance of 345.60 feet to an existing iron bolt, said iron bolt being the common corner with the Taylor property and the Kenneth E. Payne property of record in Deed Book 5993, Page 940 R.O.W.C., TN., Thence;

With the common line of the Payne property North 82° 04' 59" West, a distance of 345.00 feet to an existing iron pin, said iron pin being the common corner with the Kendall Keller Allen property of record in Deed Book 5772, Page 450 R.O.W.C., TN., Thence;

Continuing with the common line of the Payne property with the next two calls, South 08° 26' 23" West, a distance of 136.78 feet to an existing iron pin, Thence;

South 07° 27' 02" West, a distance of 125.92 feet to a point, said point being the beginning of the proposed subdivided line through the Allen property for the next three calls, Thence;

North 79° 34' 45" West, a distance of 755.77 feet to a point; Thence;

South 23° 10' 30" West, a distance of 445.58 feet to a point, Thence;

South 43° 43' 47" West, a distance of 138.70 feet to a point, said point being in the common line with the Taylor property, Thence;

With the common line of the Taylor property South 07° 56' 25" West, a distance of 836.41 feet to an iron pin (new), said point being a common corner with Taylor and Allen properties and being in the north Right-of-Way of Split Log Road, Thence;

With the said Right-of-Way North 83° 08' 26" West, a distance of 513.70 feet, to an iron pin (new), Thence;

Continuing with said Right-of-Way with a curve to the left with a radius of 1,457.89 feet, an arc length of 54.24 feet, a chord length of 54.24 feet and a chord bearing of North 84° 12' 23" West, Thence;

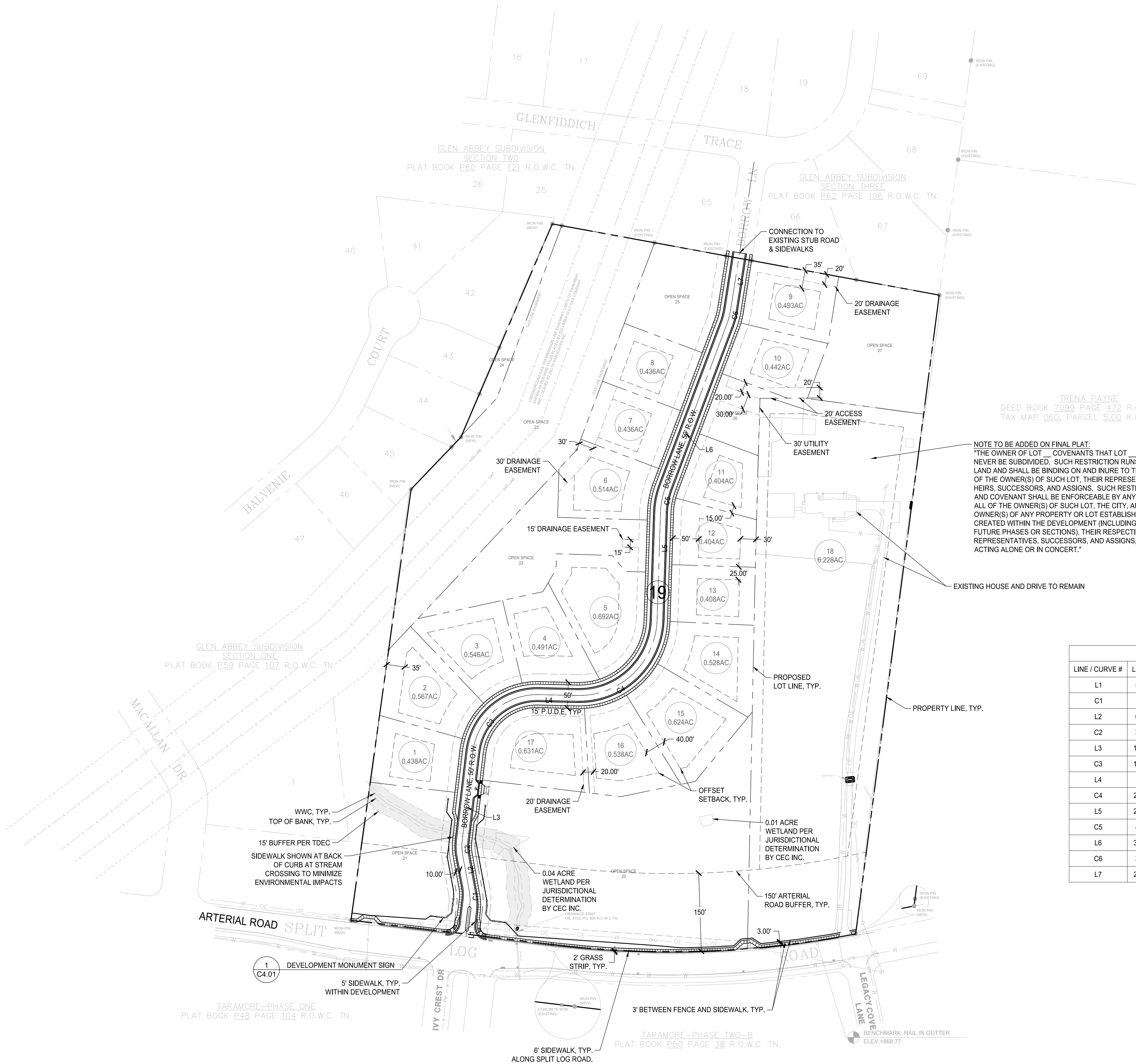
Continuing with said Right-of-Way line North 85° 16' 20" West, a distance of 107.16 feet to an iron pin (new), Thence;

Continuing with said Right-of-Way North 82° 38' 25" West, a distance of 42.05 feet to the point of beginning and containing 2,851,885 Sq. Ft. or 65.47 acres more or less.

The above-described property is subject to all easements of record.

This description prepared by Ronnie Lowery RLS #1685 is based on Boundary Survey prepared by Delta Associates, Inc., Dated May 06, 2013

n:\2019\19182 - Allen Property\CAD\19182.dwg, 02/26/2020, BTE, 5:05:53, 19182.dwg, Project on 2/26/2020 at 3:23:47 PM.

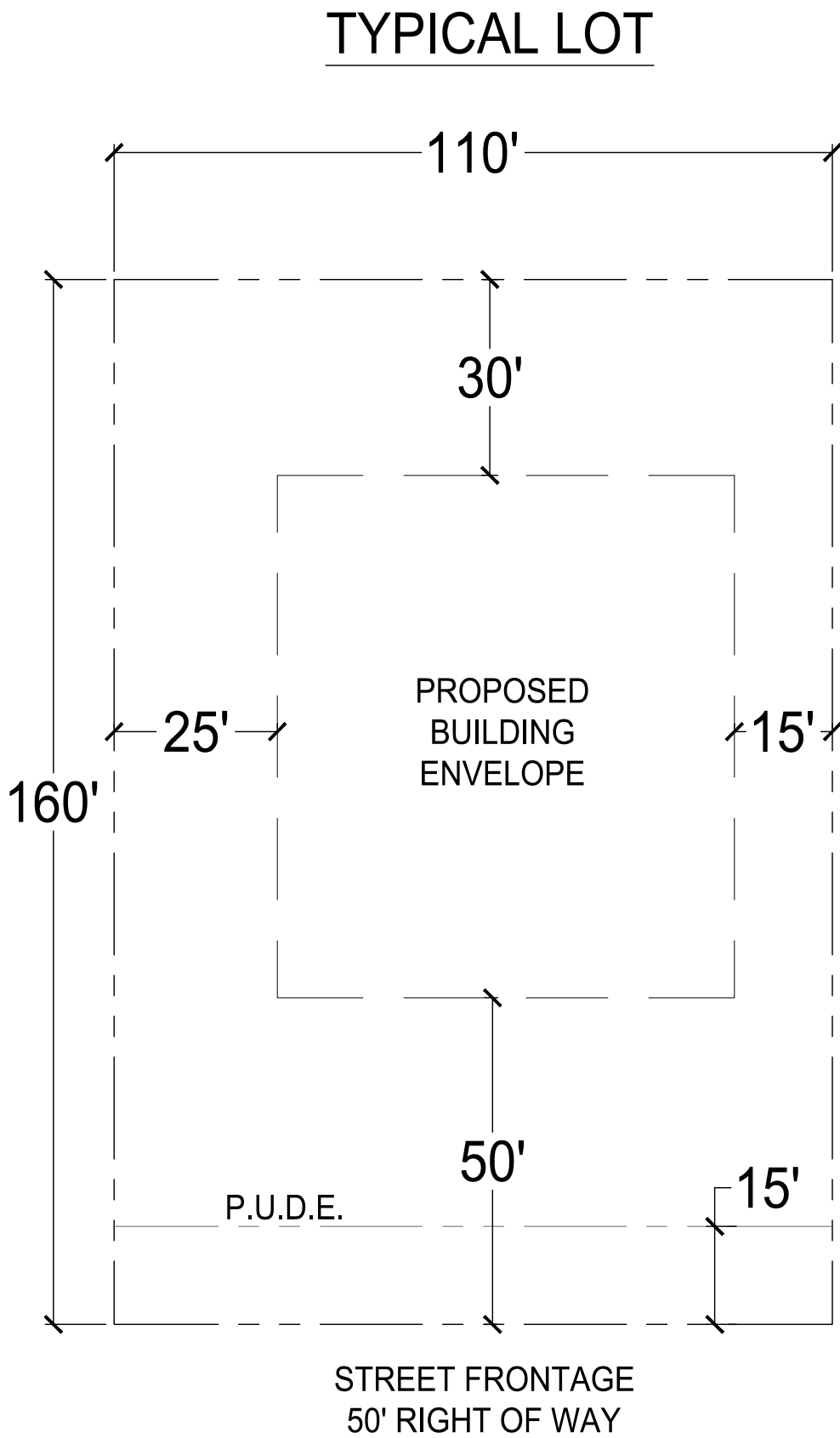
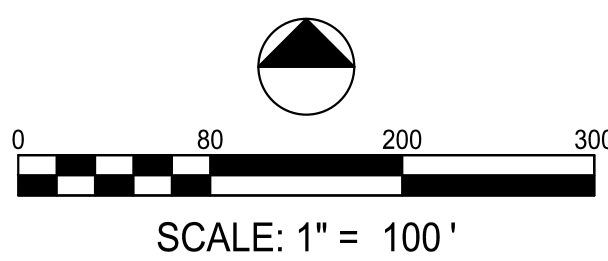


BORROW LANE			
LINE / CURVE #	LENGTH	DIRECTION / DELTA	RADIUS
L1	59.036	S06° 51' 20.29"W	
C1	30.271	017.3440	100.000
L2	67.845	S10° 29' 17.97"E	
C2	30.277	017.3477	100.000
L3	170.503	S06° 51' 33.67"W	
C3	184.185	084.4242	125.000
L4	73.691	N88° 42' 59.32"W	
C4	234.197	089.4565	150.000
L5	206.739	S01° 49' 37.33"W	
C5	49.125	018.7643	150.000
L6	334.150	S20° 35' 28.83"W	
C6	30.338	011.5882	150.000
L7	287.367	S09° 00' 11.43"W	

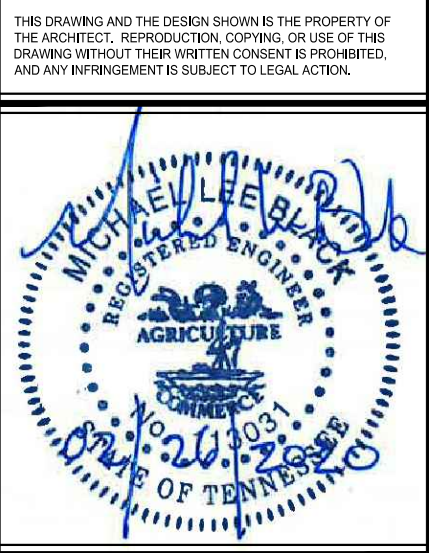
- LAYOUT NOTES:
1. SEE SHEET C0.01 FOR GENERAL NOTES.
 2. SEE ARCHITECTURAL SHEETS FOR BUILDING.
 3. INSTALL JOINTS WHERE SHOWN TO ALIGN TO WALLS, BUILDINGS, RADII, ETC. EVENLY SPACE BETWEEN ELEMENTS AS SHOWN. PROVIDE EXPANSION JOINTS BETWEEN CONCRETE PAVEMENT AND VERTICAL ELEMENTS (WALL, CURBS, ETC.). ALL JOINTS TO BE STRAIGHT AND TRUE. LAYOUT ALL CURVES SMOOTHLY WITH NO ABRUPT CHANGES AT TANGENT POINTS.
 4. ALL CURBS ARE DIMENSIONED TO THE FACE OF CURB.
 5. CONTRACTOR TO TAKE ALL PRECAUTIONS TO FIND AND AVOID SITE UTILITIES. ALL UTILITIES ARE NOT SHOWN ON DRAWING. VERIFY LOCATIONS AND CONSIDER SUCH WHEN ESTIMATING.
 6. ALL PAVEMENT MARKING AND TRAFFIC CONTROL DEVICES SHALL BE INSTALLED PER THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD), LATEST EDITION.
 7. ALL PAVEMENT MARKINGS TO BE THERMOPLASTIC, UNLESS OTHERWISE NOTED.
 8. ALL CONSTRUCTION AND MATERIALS SHALL COMPLY WITH TDOT'S STANDARDS FOR ROADWAY AND BRIDGE CONSTRUCTION, LATEST EDITION.
 9. ALL ANGLES ARE 90° UNLESS OTHERWISE NOTED.
 10. ALL ANGLES ARE 90° UNLESS OTHERWISE NOTED.

LEGEND:

■ DENOTES SCENIC EASEMENT AREA



LOSE
DESIGN
SPACES FOR LIFE.



ALLEN PROPERTY
OSRD ZONING

TURNBERRY HOMES

BRENTWOOD

ALLEN PROPERTY
OSRD ZONING

TURNBERRY HOMES

SUBMITTALS / REVISIONS		
NO.	DATE	DESCRIPTION

SHEET TITLE

SITE LAYOUT PLAN

PROJECT NO. 19182	DATE 02/26/2020
DRAWN BY BB	SCALE 1" = 100'
CHECKED BY MB	
SHEET NO.	

C1.00



LOT AREA TABLE

PARCEL AREA TABLE		
LOT #	SQ. FOOTAGE	ACREAGE
1	45,333 S.F.	1.04
2	48,632 S.F.	1.12
3	48,980 S.F.	1.12
4	48,556 S.F.	1.11
5	48,132 S.F.	1.10
6	47,708 S.F.	1.10
7	47,284 S.F.	1.09
8	46,860 S.F.	1.08
9	46,436 S.F.	1.07
10	45,031 S.F.	1.03
11	77,074 S.F.	1.77
12	53,889 S.F.	1.24
13	60,971 S.F.	1.40
14	65,753 S.F.	1.51
15	57,686 S.F.	1.32
16	44,545 S.F.	1.02
17	44,283 S.F.	1.02
18	45,308 S.F.	1.04
19	43,539 S.F.	1.00
20	87,641 S.F.	2.01

OPEN SPACE AREA TABLE

PARCEL AREA TABLE		
LOT #	SQ. FOOTAGE	ACREAGE
22	18,649 S.F.	0.43
23	16,128 S.F.	0.37
24	28,528 S.F.	0.65
25	35,260 S.F.	0.81

CERTIFICATE OF SURVEY
I HEREBY CERTIFY THAT THIS IS A CATEGORY 1 SURVEY
AND THE RATIO OF PRECISION OF THE UNADJUSTED SURVEY IS
1: 13,900+ AS SHOWN HEREON.

SURVEYOR
TENN. REG. NO. _____

ROW AREA TABLE

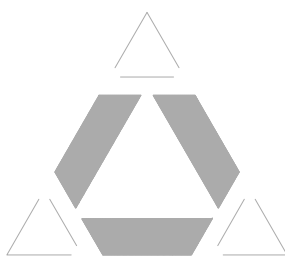
PARCEL AREA TABLE		
LOT #	SQ. FOOTAGE	ACREAGE
21	67,242 S.F.	1.54

BOUNDARY & TOPOGRAPHIC SURVEY

OF
9520 SPLIT LOG ROAD

TAX MAP 55, PARCEL 35.03 R.O.W.C. TN.

16th CIVIL DISTRICT
BRENTWOOD, WILLIAMSON COUNTY, TENNESSEE



Delta
Associates
INCORPORATED
Design - Surveying

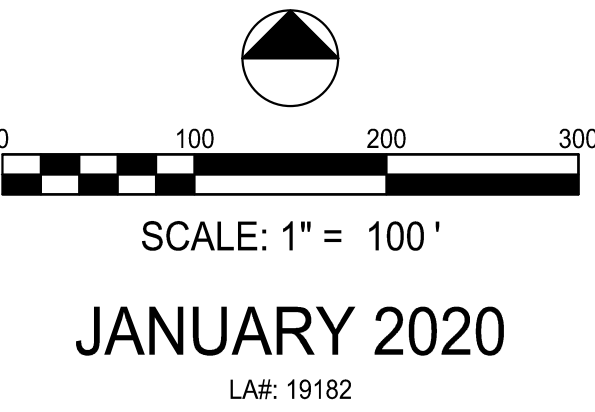
7121 Crossroads Blvd., Brentwood, TN 37027
PHONE: (615) 850-3501

SCALE : 1" = 100'	DRAWN BY: TOC	DATE: 10-1-19	DRAWING NO.
	CHECKED BY: TOC	JOB NO: 19-508SL-9520	1 OF 1

PROPERTY TITLE REFERENCE
TY BEING PARCEL 35.03 ON TAX MAP 55 WILLIAMSON COUNTY, TENNESSEE, AND BEING
TY CONVEYED TO KENDALL KELLER ALLEN & MARY JO ALLEN BY DEED RECORDED IN
PG.450, R.O.W.C. TENNESSEE.



ALLEN PROPERTY
R-2 EXHIBIT
TURNBERRY HOMES



JANUARY 2020
LA#: 19182

PRELIMINARY PLAN

ALLEN PROPERTY

OSRD ZONING

PREPARED FOR:
TURNBERRY HOMES



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OSRD SITE DATA

OWNER/DEVELOPER

CONTACTS

DEVELOPMENT SITE TABLE:				
Allen Property , BRENTWOOD, TENNESSEE				
LOSE DESIGN NO: 19182				
GENERAL NOTES AND INFORMATION				
1. The subject property consists of Parcel 35.03 of Map 55				
2. Zoning: OSRD (Open Space Residential Development)				
3. Total site area = 27.99 +/- Acres				
4. Boundary and topographic information for Parcel 35.03 was provided by Delta Associates, Inc. Lose Design accepts no responsibility for inaccuracies of base information provided.				
5. Total lots proposed: 18				
6. Proposed density: 0.75 DUA (Maximum allowed = 1 DUA)				
7. Minimum lot width at building setback: 110' for standard lots				
8. Minimum Building Setbacks:				
Front:	50'	Rear abutting boundary:	35'	
Rear:	30'	Side abutting street:	30'	
Side:	15'/25' or 20'/20'			
9. All electric service for the proposed development shall be underground. All public utilities shall be subject to the approval of the applicable utility provider.				
10. The existing vegetation in the open space is to remain preserved. It is the intent to also preserve the existing vegetation within the proposed lot areas as much as possible in order to promote a mature neighborhood environment.				
11. Optionee, Developer and Applicant:				
Turnberry Homes		Engineer:		
Mr. Nicky Wells		Lose Design		
210 Jamestown Park Drive		Mr. Michael Black		
Suite 102		2809 Foster Avenue		
Brentwood, TN 37027		Nashville, TN 37208		
12. A review of FIRM map number 47187C0230F, revised 09-29-2006, Brentwood, Williamson County, Tennessee and unincorporated areas, revealed that no portion of the subject property lies within 100 year flood plain.				
13. All areas of the proposed development having a slope greater than 25% shall remain in permanent open space. No lots shall contain any contiguous portion of slopes greater than 24.9% slope.				
14. In accordance with section 78-512(b)(5)b. of the Brentwood Municipal Code, the remaining evergreen plants required within the road frontage buffer have been dispersed throughout the other open spaces areas of the development due to the lack of usable land for plantings.				
15. An asterisk (*) denotes transitional lots.				

LOT DATA		
LOT NO.	LOT SIZE (S.F.)	(ACRES)
1	19,077	0.438
2	24,690	0.567
3	23,780	0.546
4	21,385	0.491
5	30,136	0.692
6	22,393	0.514
7	19,013	0.436
8	19,013	0.436
9	21,458	0.493
10	19,241	0.442
11	17,600	0.404
12	17,600	0.404
13	17,768	0.408
14	22,979	0.528
15	27,172	0.624
16	23,453	0.538
17	27,473	0.631
18	271,276	6.228
645507	TOTAL S.F. AREA IN LOTS	
14.82	TOTAL AC. OF AREA IN LOTS	

TOTAL	
LOTS	18
SF	645,507
AC	14.82

TURNBERRY HOMES
210 JAMESTOWN PARK DRIVE, SUITE 102
BRENTWOOD, TN 37027
(615) 376-7001
CONTACT: NICKY WELLS, P.E.

DESIGNER

LOSE DESIGN
LANDSCAPE ARCHITECTURE/ARCHITECTURE/CIVIL
ENGINEERING/PLANNING

2809 FOSTER AVENUE
NASHVILLE, TENNESSEE 37210
PHONE: 615-242-0040
CONTACT: MICHAEL BLACK, P.E.

SURVEYOR:
DELTA ASSOCIATES, INC.
7121 CROSSROADS BLVD, SUITE 102
BRENTWOOD, TN 37027
(615) 850-3506
RONL@DELTAASSOCIATESINC.COM

UTILITY:
COLUMBIA GULF TRANSMISSION
5422 GREEN GROVE ROAD
HARTSVILLE, TN 37074
(615) 374-2166
MCOTHRON@NISOURCE.COM

WATER.....CITY OF BRENTWOOD.....(615) 371-0080
SANITARY SEWER....CITY OF BRENTWOOD.....(615) 661-7061
GAS.....ATMOS ENERGY.....(615) 794-2596
TELEPHONE.....BELLSOUTH.....(615) 451-4336
CABLE.....COMCAST.....(615) 244-5900

LOCATION MAP



SHEET INDEX

- C0.00 COVER SHEET
- C0.01 GENERAL NOTES
- C0.02 SITE SURVEY
- C0.03 REZONING REQUEST
- C1.00 SITE LAYOUT PLAN
- C2.00 GRADING & DRAINAGE PLAN
- C2.01 SLOPE ANALYSIS
- C3.00 ROAD PLAN & PROFILE SERIES
- C3.01 ROAD PLAN & PROFILE SERIES
- C4.00 SITE DETAILS
- C4.01 SITE DETAILS
- C5.00 UTILITY LAYOUT PLAN
- L1.00 TREE REMOVAL PLAN
- L1.01 OVERALL LANDSCAPE PLAN
- L1.02 ROADWAY BUFFER LANDSCAPE PLAN
- L1.10 LANDSCAPING NOTES & DETAILS

OSRD CALCULATIONS		SIZE (S.F.)	ACRES
TOTAL SITE AREA:		1219449.47	27.99
LESS RIGHT OF WAY:		-78270.00	-1.80
TOTAL:		1141179.47	26.19
LESS AREA IN 25% OR GREATER SLOPES:		-6424.00	-0.15
PLUS 25% OF AREA IN 25% OR GREATER SLOPES:		1606.00	0.04
LESS AREA IN ELECTRICAL, NATURAL & GAS EASEMENTS:		-153075.35	-3.51
PLUS 25% AREA IN ELECTRICAL, NATURAL & GAS ESMTS:		36268.84	0.88
TOTAL USEABLE LAND AREA:		1021554.96	23.45
LESS AREA IN LOTS > 1 ACRE:		-227716.00	-5.23
TOTAL LAND AREA AVAILABLE:		793838.96	18.22
TOTAL LAND AREA REQUIRED AT 1 DPU PER ACRE		784080.00	18.00
TOTAL LAND AREA PROVIDED IN LOTS		-645507.00	-14.82
TOTAL OPEN SPACE REQUIRED:		138573.00	3.18
TOTAL OPEN SPACE PROVIDED:		495666.00	11.37
EXCESS OPEN SPACE PROVIDED:		357093.00	8.19

TOTAL OPEN SPACE		
Open Space #	SF	AC
20	166502.0000	3.82
21	47893.0000	1.10
22	43539.0000	1.00
23	138495.0000	3.18
24	10717.0000	0.25
25	27488.0000	0.63
26	12797.0000	0.29
27	48235.0000	1.11
TOTAL	495,666.0000	11.37

ALLEN PROPERTY
OSRD ZONING
TURNBERRY HOMES
BRENTWOOD

SUBMITTALS / REVISIONS		
NO.	DATE	DESCRIPTION

SHEET TITLE	
COVER SHEET	

PROJECT NO. 19182	DATE 02/26/2020
DRAWN BY BB	SCALE NTS
CHECKED BY MB	
SHEET NO.	

C0.00

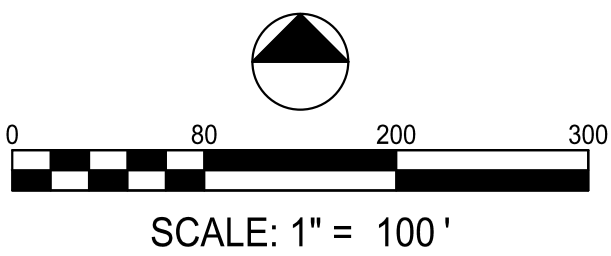
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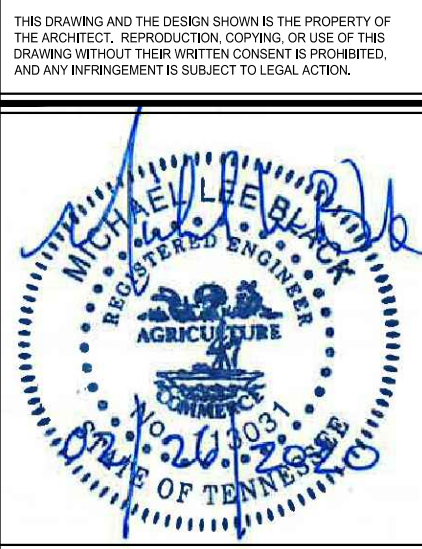
PROPERTY INFORMATION:

PARCEL: 35.03
TAX MAP: 55
WILLIAMSON COUNTY, TN
OWNER: KENDALL ALLEN
DEED RECORDED IN BK. 5772,
PG. 450, R.O.W.C. TN.
SITE AREA: 1,219,445 SQ. FT. OR
27.995 ACRES ±
ZONED: R-2
PROPOSED ZONING: OSRD

NOTE:
BOUNDARY AND FIELD RUN TOPO PROVIDED BY
DETLA ASSOCIATES INC..
LOSE DESIGN ACCEPTS NO RESPONSIBILITY FOR
THE ACCURACY OF THE BASE SURVEY
INFORMATION.
CONTACT INFO: 615.850.3501



LOSE
DESIGN
SPACES FOR LIFE.



ALLEN PROPERTY
OSRD ZONING
TURNBERRY HOMES

BRENTWOOD
TN

SUBMITTALS / REVISIONS		
NO.	DATE	DESCRIPTION

SHEET TITLE
REZONING REQUEST

PROJECT NO. 19182	DATE 02/26/2020
DRAWN BY DB	SCALE 1" = 100'
CHECKED BY MB	
SHEET NO.	

C0.03

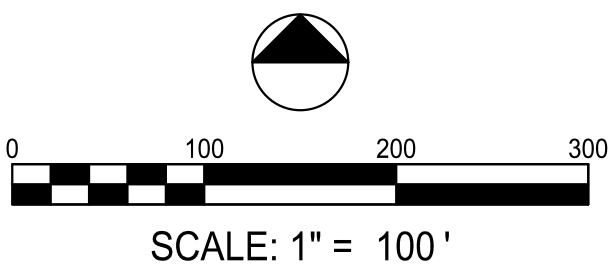
n:\2019\19182 - Allen Property\CAD\13 - 13142.dwg 12/20/2019 GRADING - 19182.dwg 12/20/2019 11:23:39 AM



GRADING LEGEND:

	PROPOSED INDEX CONTOUR LINE
	PROPOSED INTERVAL CONTOUR LINE
	EXISTING INDEX CONTOUR LINE
	EXISTING INTERVAL CONTOUR LINE
	SCENIC EASEMENT (NO DISTURBANCE)

Lot #	Lowest Floor Elevation
1	825.00
5	858.50
16	836.00
17	836.00



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ALLEN PROPERTY
OSRD ZONING

TURNBERRY HOMES

BRENTWOOD

TN

ALLEN PROPERTY

OSRD ZONING

TURNBERRY HOMES

BRENTWOOD

TN

ALLEN PROPERTY

OSRD ZONING

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ALLEN PROPERTY

OSRD ZONING

TURNBERRY HOMES

BRENTWOOD

TN

ALLEN PROPERTY

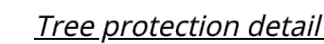
OSRD ZONING

TURNBERRY HOMES



TREE INVENTORY LIST						
NO.	SPECIES	CAUDER INCHES	CAUDER REMOVED	CAUDER PROTECTED		
1	TREE	10	10			
2	TREE	10		10		
3	TREE	10		10		
4	CEDAR	8	8			
5	CEDAR	8	8			
6	HACKBERRY	12	12			
7	TREE	14	14			12
8	TREE	14	14			
9	HACKBERRY	12	12			
10	TREE	20				24
11	HACKBERRY	16	16			
12	HACKBERRY	16	16			
13	HACKBERRY	8	8			
14	HACKBERRY	20	20			
15	CEDAR	8	8			
16	HACKBERRY	8	8			
17	HACKBERRY	8	8			
18	HACKBERRY	15	15			
19	HACKBERRY	8	8			
20	TREE	20	18	18		
21	HACKBERRY	10		10		
22	HACKBERRY	8	8			
23	HACKBERRY	18	18			
24	HACKBERRY	12	12			
25	HACKBERRY	12	12			
26	TREE	8	8			20
27	HACKBERRY	12	12			
28	TREE	14	14			
29	HACKBERRY	12	12			
30	TREE	12	12			
31	CEDAR	14	14			
32	CEDAR	8				8
33	CEDAR	12	12			
34	CEDAR	8				8
35	CEDAR	10				
36	CEDAR	12	12			
37	HACKBERRY	18	18			
38	TREE	20	20			
39	WALNUT	28	28			
40	HACKBERRY	12	12			
41	TREE	14	14			
42	HACKBERRY	14	14			
43	HACKBERRY	14	14			
44	TREE	12	12			
45	HACKBERRY	24	24			
46	HACKBERRY	8	8			
47	TREE	20	20			
48	HACKBERRY	12	12			
49	HACKBERRY	12	12			
50	CEDAR	8	8			
51	HACKBERRY	10				10
52	TREE	20				20
53	HACKBERRY	18				18
54	TREE	18				18
55	HACKBERRY	24				24
56	TREE	14				14
57	TREE	14				14
58	HACKBERRY	12				12
59	HACKBERRY	12	12			
60	TREE	20	20			
61	TREE	15				15
62	CEDAR	15	15			
63	TREE	18				18
64	HACKBERRY	12	12			
65	TREE	10				10
66	CEDAR	24				24
67	HACKBERRY	10	10			
68	TREE	10				10
69	HACKBERRY	8				8
70	HACKBERRY	10				10
71	CEDAR	18				18
72	CEDAR	12	12			12
73	CEDAR	12				12
74	CEDAR	36				36
75	CEDAR	36				36
76	CEDAR	10				10
77	HACKBERRY	10				10
78	CEDAR	10				10
79	TREE	15				15
80	HACKBERRY	10				10
81	HACKBERRY	10				10
82	CEDAR	10				10
83	CEDAR	10				10
84	HACKBERRY	14				14
85	CEDAR	10				10
86	HACKBERRY	12				12
87	HACKBERRY	14				14
88	CEDAR	10				10
89	CEDAR	10				10
90	HACKBERRY	14				14
91	HACKBERRY	12				12
92	HACKBERRY	10				10
93	CEDAR	16				16
94	CEDAR	10				10
95	HACKBERRY	10				10
96	HACKBERRY	24				24
97	HACKBERRY	12				12
98	HACKBERRY	12				12
99	HACKBERRY	10				10
100	CEDAR	8				8
101	CEDAR	16				16
102	CEDAR	20				20
103	TREE	10				10
104	TREE	8				8
105	TREE	15				15
106	HACKBERRY	36	36			
107	TREE	12				12
108	HACKBERRY	15				15
109	CEDAR	12				12
110	CEDAR	12				12
111	TREE	18				18
112	TREE	20				20
113	TREE	24				24
114	TREE	18				18
115	TREE	48				48
116	TREE	96				96
117	CEDAR	24				24
118	CEDAR	20				20
119	CEDAR	20				20
120	TREE	24				24
121	TREE	30				30
122	TREE	24				24
123	TREE	30				30
124	TREE	28				28
125	CEDAR	14				14
126	TREE	48				48
127	CEDAR	12				12
128	HACKBERRY	24				24
129	TREE	20				20
130	TREE	20				20
131	TREE	36				36
132	TREE	12				12
133	TREE	12				12
134	TREE	12				12
135	TREE	12				12
136	TREE	14				14
137	TREE	20				20
138	TREE	30				30
139	TREE	36				36
140	TREE	36				36
141	TREE	30				30
142	TREE	18				18
143	TREE	48				48
144	TREE	24				24
145	TREE	20				20
146	TREE	10				10
147	TREE	20				20
148	TREE	36				36
149	TREE	40				40
150	TREE	10				10
151	TREE	24				24
152	TREE	36				36
153	TREE	20				20
154	TREE	36				36
155	TREE	10				10
156	TREE	24				24
157	TREE	24				24
158	TREE	20				20
159	TREE	10				10
160	TREE	30				30
161	TREE	20				20
162	TREE	24				24
163	TREE	24				24
164	TOTAL	2,780	675			2,105

12/12/2019 Brentwood, TN Code of Ordinances

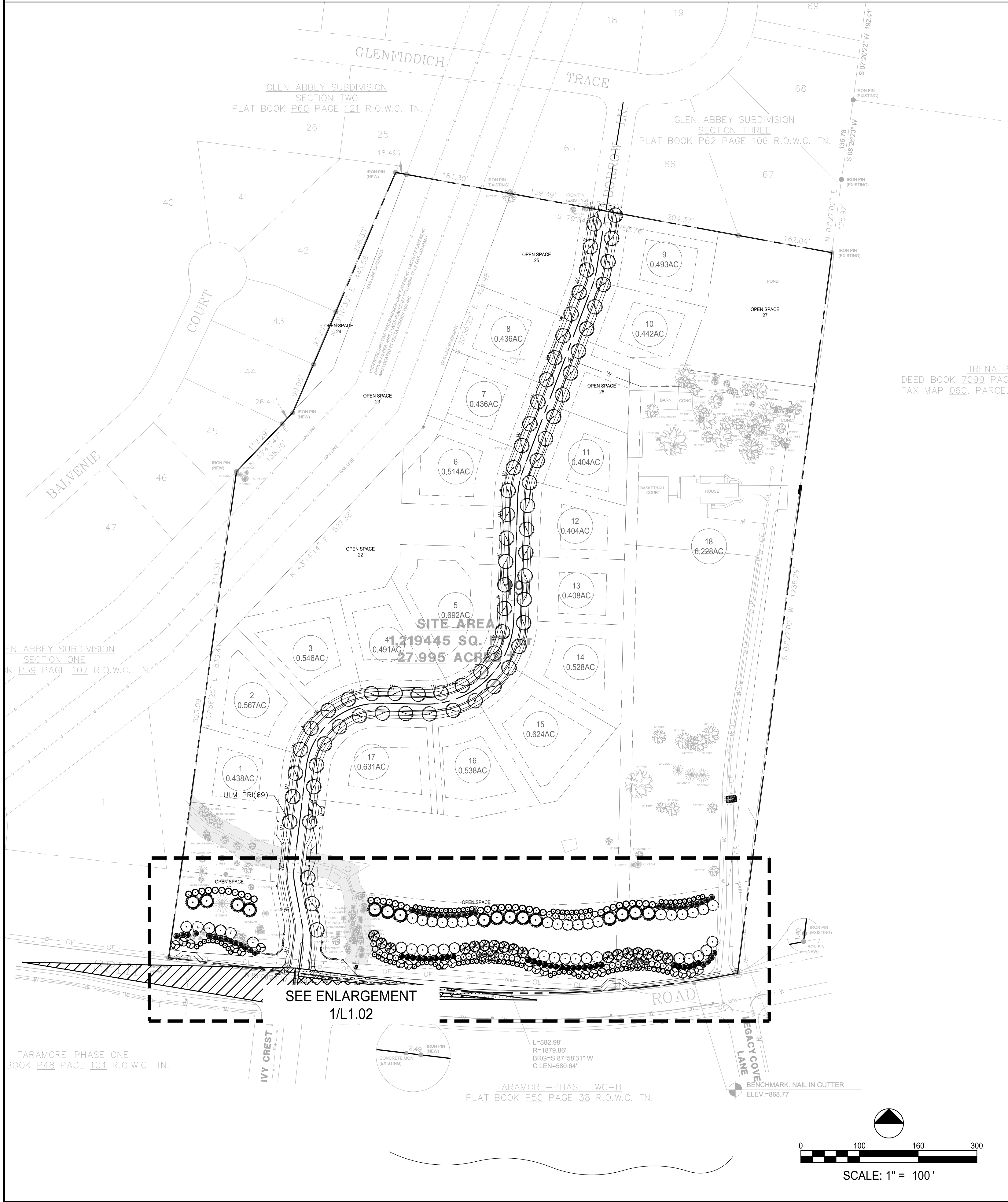


1 TREE PROTECTION DETAIL (APPENDIX A)



PLANT SCHEDULE STREET TREES

DECIDUOUS TREES	QTY	BOTANICAL NAME	COMMON NAME	CONT	CAL	HT	REMARKS
ULM PRI	69	ULMUS AMERICANA 'PRINCETON'	AMERICAN ELM	B&B	3" CAL	12'-14' HT	STRONG CENTRAL LEADER, MATCHING.



- LANDSCAPING NOTES:
- SEE SHEET C0.01 FOR GENERAL NOTES.
 - SEE SHEET L1.10 FOR LANDSCAPING NOTES AND DETAILS.
 - CONTRACTOR TO TAKE ALL PRECAUTIONS TO FIND AND AVOID SITE UTILITIES. ALL UTILITIES ARE NOT SHOWN ON DRAWING. VERIFY LOCATIONS AND CONSIDER SUCH WHEN ESTIMATING.

SITE TREE REQUIREMENTS		
DESCRIPTION	CALIPER INCHES	COMMENTS
CALIPER INCHES ON SITE	2780	
CALIPER INCHES PROTECTED	2105	
CALIPER INCHES REMOVED	675	
CALIPER INCHES TO REPLACE	338	
CALIPER INCHES REQUIRED PER ACRE	700	
TOTALS		
PROPOSED	333	
PROTECTED	2105	
TOTAL	2438	

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ALLEN PROPERTY
OSRD ZONING
TURNBERRY HOMES
BRENTWOOD
TN

SUBMITTALS / REVISIONS	
NO.	DESCRIPTION

SHEET TITLE	
OVERALL LANDSCAPE PLAN	
PROJECT NO. 19182	DATE 02/26/2020
DRAWN BY ZK	SCALE 1" = 100'
CHECKED BY AA	
SHEET NO.	
L1.01	



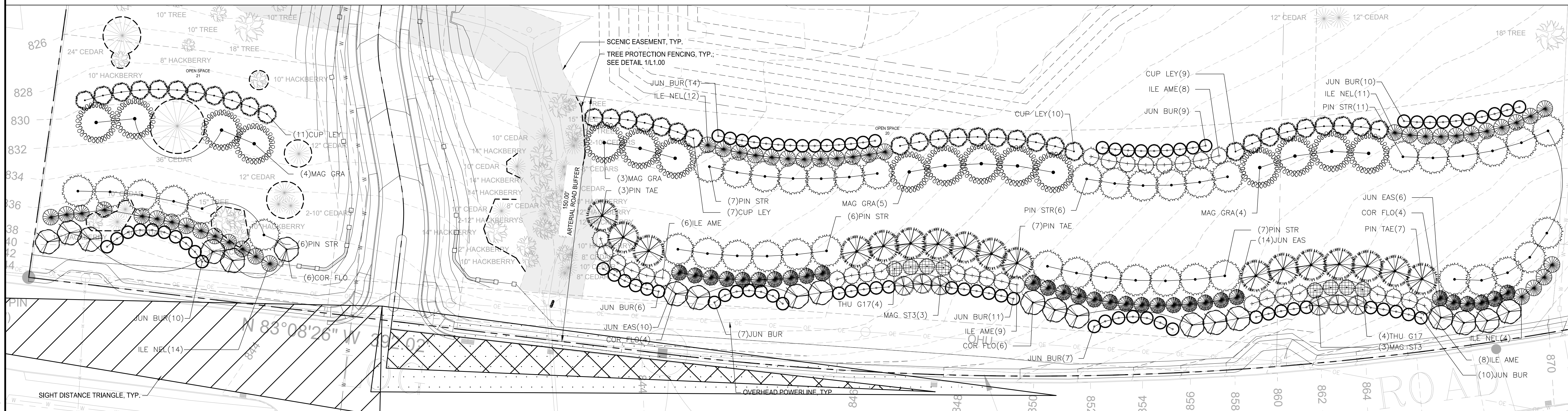
<u>FLYING GREEN TREES</u>	<u>QTY</u>	<u>BOTANICAL NAME</u>	<u>COMMON NAME</u>	<u>CONT</u>	<u>CAL</u>	<u>HT</u>	<u>REMARKS</u>
ILE AME	31	ILEX OPACA GREENLEAF	GREENLEAF HOLLY	B&B	2" CAL MIN	10'-12' HT	FULL TO GROUND, MATCHING
ILE NEL	41	ILEX X 'NELLIE R STEVENS'	NELLIE STEVENS HOLLY	B&B	2" CAL MIN	10'-12' HT	FULL TO GROUND, MATCHING
JUN EAS	30	JUNIPERUS VIRGINIANA	EASTERN RED CEDAR	B&B	2" CAL MIN	10' MIN HT	FULL PLANT, MATCHING.
JUN BUR	84	JUNIPERUS VIRGINIANA 'BURKII'	BURK RED CEDAR	B&B	2" CAL MIN	8' MIN HT	FULL PLANT, MATCHED TREES
MAG GRA	16	MAGNOLIA GRANDIFLORA	SOUTHERN MAGNOLIA	B&B	2" CAL MIN	12'-14" HT	FULL PLANT, MATCHING.
PIN STR	43	PINUS STROBUS	WHITE PINE	B&B	2" CAL MIN	8' MIN HT	FULL PLANT, MATCHING.
PIN TAE	17	PINUS TAEDA	LOBLOMBY PINE	B&B	2" CAL MIN	8' MIN HT	FULL PLANT, MATCHING.
THU G17	8	THUJA OCCIDENTALIS 'GREEN GIANT'	GREEN GIANT ARBORVITAE	B&B	2" CAL MIN	12'-14'	FULL PLANT, MATCHING
CUP LEY	37	X CUPRESSOCYPARIS LEYLANDII	LEYLANDI CYPRESS	B&B	2" CAL MIN	10' MIN HT	FULL PLANT, MATCHING.
FLORING TREES							
<u>COR FLO</u>	<u>QTY</u>	<u>BOTANICAL NAME</u>	<u>COMMON NAME</u>	<u>CONT</u>	<u>CAL</u>	<u>HT</u>	<u>REMARKS</u>
	20	CORNUS FLORIDA	EASTERN DOGWOOD	B&B	2" CAL MIN	8' MIN HT	STRONG CENTRAL LEADER, MATCHING.
MAG ST3	6	MAGNOLIA STELLATA	STAR MAGNOLIA	B&B	2" CAL	8' MIN HT	MATCHING FORM, TREE FORM, MIN.

ARTERIAL ROADWAY BUFFER REQUIREMENTS:

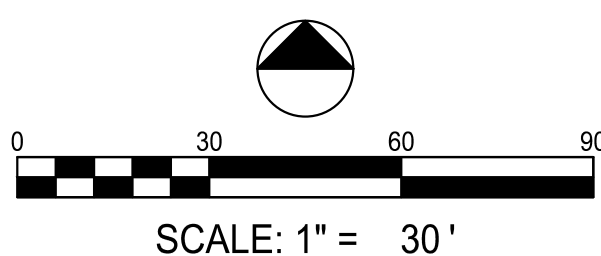
1. PER SECTION 78-512(b)5, A LANDSCAPING BUFFER SHALL BE PROVIDED ALONG THE FRONTAGE OF SPLIT LOG ROAD AT 45 TREES PER 100 LF, PRIMARILY EVERGREEN PLANT MATERIALS (MINIMUM 75%) WITH A MIXTURE OF A VARIETY OF PLANT SPECIES.
2. $972.66 \div \text{LINEAR FEET OF ROAD FRONTAGE} = 972.66/100 = 9.73$
 $9.73 \times 45 = 437.85 = \mathbf{438 \text{ TREES REQUIRED}}$

NOTE:

1. TO REMAIN CONSISTENT WITH THE ADJOINING GLEN ABBEY, THE DEVELOPER PROPOSES TO RELOCATE 70 OF THE REQUIRED BUFFER PLANTINGS IN THE PLANTING STRIP BETWEEN THE CURB AND SIDEWALK ALONG THE STREET.



1) ENLARGEMENT



ALLEN PROPERTY
OSRD ZONING
TURNBERRY HOMES

BRENTWOOD

[illegible]

ROADWAY BUFFER
LANDSCAPE PLAN

PROJECT NO. 19182	DATE 02/26/2020
DRAWN BY ZK	SCALE 1" = 30'
CHECKED BY AA	
SHEET NO.	

L1.02

1. UNDERGROUND UTILITIES

- LANDSCAPE NOTES

- PLANT STOCK NOTES:

- NOTES:

- SCALE: NTS

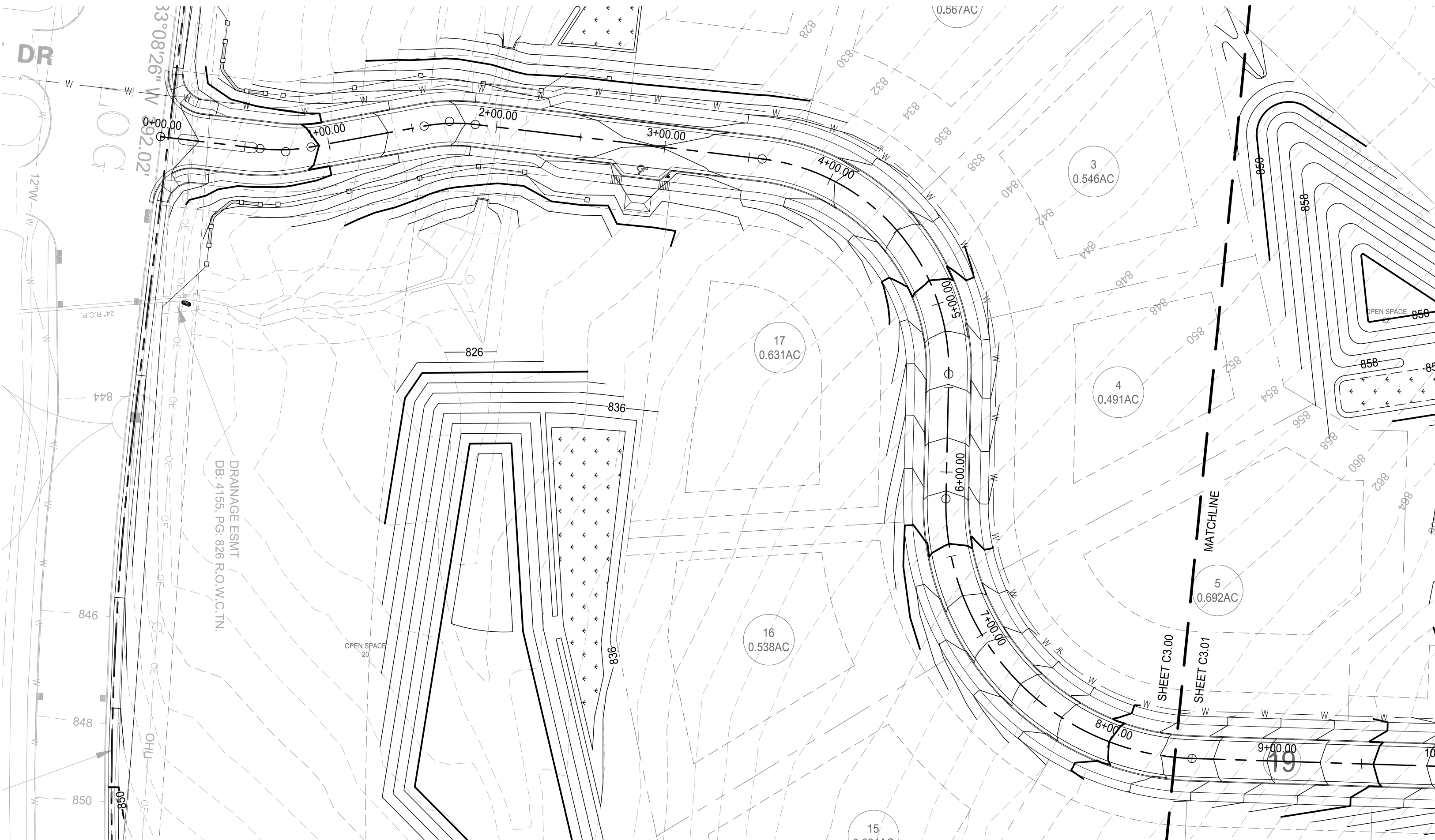


- SCALE: NTS

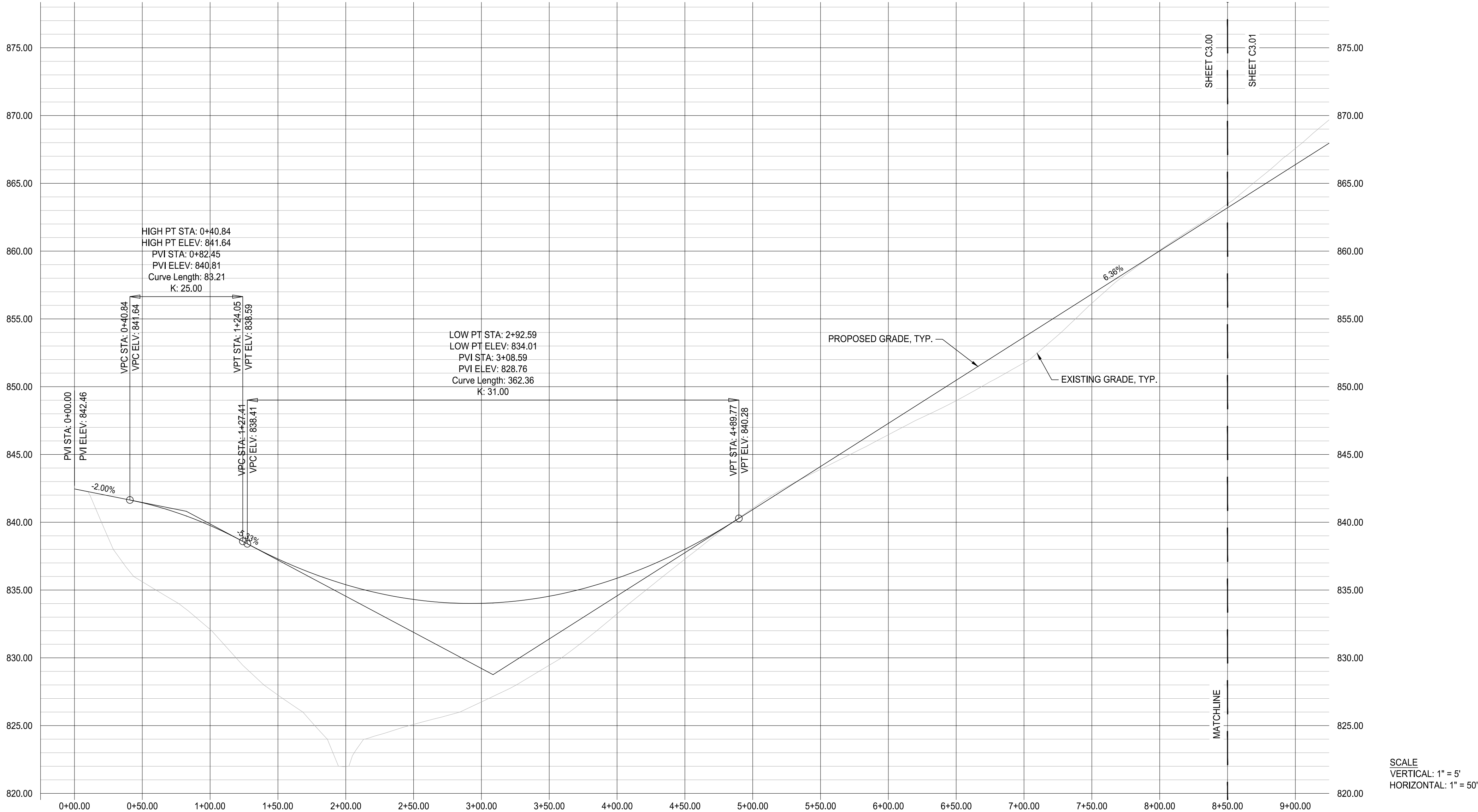


- SCALE: NTS

\\s0119182.dwg:allen\property\2020\19182_C3.00_B042_Profile.dwg: 02/26/2020 11:24:20 PM



PROFILE VIEW OF BORROW LANE



LOSE
DESIGN

SPACES FOR LIFE.

THIS DRAWING AND THE DESIGN SHOWN IS THE PROPERTY OF THE ARCHITECT. REPRODUCTION, COPYING, OR USE OF THIS DRAWING WITHOUT THEIR WRITTEN CONSENT IS PROHIBITED, AND ANY INFRINGEMENT IS SUBJECT TO LEGAL ACTION.

REGISTERED ENGINEER
AGRICULTURE
0000000000
STATE OF TENNESSEE

02/26/2020

ALLEN PROPERTY
OSRD ZONING
TURNBERRY HOMES

TN

BRENTWOOD

SUBMITTALS / REVISIONS

NO.	DATE	DESCRIPTION

SHEET TITLE

ROAD PLAN & PROFILE
SERIES

PROJECT NO.
19182

DATE
02/26/2020

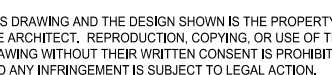
DRAWN BY
BB

SCALE
NTS

CHECKED BY
MB

SHEET NO.
C3.00

178



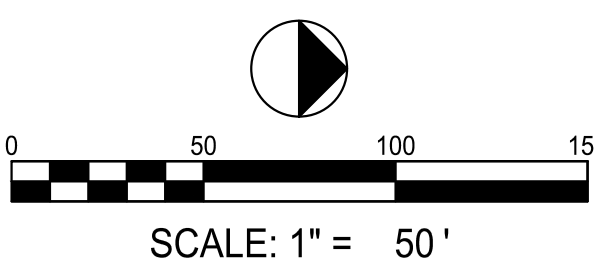
BRENTWOOD

SUBMITTALS / REVISIONS[illegible]

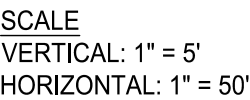
HEET TITLE

ROAD PLAN & PROFILE
SERIES

PROJECT NO.	DATE
9182	02/26/2020
DRAWN BY	SCALE
BB	NTS
CHECKED BY	
MB	
SHEET NO.	



HIGH PT STA: 12+37.56
HIGH PT ELEV: 881.78
PVI STA: 12+40.00
PVI ELEV: 888.00
Curve Length: 386.51
K: 30.00



A graphic scale bar is shown below the plan view, with markings at 0, 80, 160, and 240 feet. Below the scale bar is the text "SCALE: 1" = 80'". Above the scale bar is a north arrow pointing towards the top of the page.

THIS INSTRUMENT PREPARED BY:
JOHN T. COOK, ESQ.
2927 Berry Hill Drive
Nashville, TN 37204

RESTRICTIVE COVENANT
(Kendall Keller Allen and Mary Jo Allen Property)

WHEREAS, the undersigned, KENDALL KELLER ALLEN and wife, MARY JO ALLEN (collectively "Allen" or the "Allens") are the owners of a tract of land consisting of 27.995 acres, more or less, as more particularly described on the attached Exhibit "A" (the "Development Parcel"); and,

WHEREAS, TURNBERRY HOMES, LLC, a Tennessee limited liability company (hereinafter "Turnberry"), with the consent and participation of the Allens, has applied to the City of Brentwood, Tennessee (the "City") for approval of OSRD zoning and approval of the subdivision of the Development Parcel so that the Development Parcel may be subdivided into 18 residential lots or building sites (each a "Lot" and collectively the "Lots"); and

WHEREAS, Turnberry and the Allens (collectively the "Declarants") contemplate that the Allens will sell and convey the entire Development Parcel to Turnberry at a point in time which follows after the approval of the OSRD zoning, but prior to the approval and recording of the future subdivision plat (the "Plat"); and

WHEREAS, the Declarants have agreed that, at such time as the Plat is approved and recorded, Turnberry shall then reconvey back to the Allens the presently existing residential structure (the "House") in which the Allens live, together with the Lot on which the House is located (the "Allen Residence Lot"), the anticipated shape, size and configuration of the Allen Residence Lot being stated and/or described on the attached Exhibit "B", provided that the final and permanent shape, size and configuration of the Allen Residence Lot will be as established on the final recorded Plat; and

WHEREAS, the City and the Declarants have agreed that it is and shall be a precondition to the final approval of the OSRD rezoning and the recording of the final Plat that the Allen Residence Lot be restricted to provide that the Allen Residence Lot shall not be further subdivided after such time as the Plat is actually recorded; and

WHEREAS, the Declarants desire to execute and publish this Restrictive Covenant, which shall be effective when and if, and only when and if, the final Plat is approved and recorded (hereinafter the "Activating Event") in a manner which is acceptable to the Declarants; and

WHEREAS, the Declarants hereby declare and publish this Restrictive Covenant to run with the land as contemplated above.

NOW, THEREFORE, for and in consideration of the premises and the mutual benefits to be derived by the present and future owners of the Development Parcel or any part thereof, in consideration of the Declarants' desire to preserve and protect the residential property or properties being developed on the Development Parcel, and in recognition that the Development Parcel would not be of sufficient size to qualify for OSRD rezoning without inclusion of the acreage of the Allen Residence Lot as part of the Development Parcel, Declarants hereby subject the Allen Residence Lot, as the same is to be shown on

the final Plat, to the following restrictive covenants, it being intended that they shall be construed as covenants running with the land binding upon all parties now having or hereafter acquiring any right, title or interest in the Allen Residence Lot, the Development Parcel, or any part, subdivision or resubdivision thereof.

1. The Allen Residence Lot is hereby, but effective as of the Activating Event, restricted to provide that the Allen Residence Lot shall never be subdivided.

2. The restrictions and covenants contained herein, from and after the occurrence of the Activating Event, shall run with the Allen Residence Lot described above and shall be binding on and inure to the benefit of the Declarants and their representatives, heirs, successors, and assigns. The restrictions and covenants contained herein shall be enforceable by any one or all of the Declarants, either acting alone, or by the City, and/or by any owner of any property or Lot established or created within the Development Parcel (including all future phases or sections), and their respective heirs, representatives, successors, and assigns.

Executed this _____ day of _____, 2020.

Kendall Keller Allen

Mary Jo Allen

TURNBERRY HOMES, L.L.C.
a Tennessee limited liability company

By: _____
Nicky Wells, President of Land Development

STATE OF TENNESSEE
COUNTY OF WILLIAMSON

Personally appeared before me, the undersigned, a Notary Public in and for said County and State, the within named Kendall Keller Allen and Mary Jo Allen, the bargainors, with whom I am personally acquainted, (or proved to me on the basis of satisfactory evidence) and who acknowledged that they executed the within instrument for the purposes therein contained.

Witness my hand and seal on this the _____ day of _____, 2020.

Notary Public

My Commission Expires: _____

STATE OF TENNESSEE
COUNTY OF WILLIAMSON

Before me, the undersigned, a Notary Public in and for the State and County aforesaid, personally appeared Nicky Wells, with whom I am personally acquainted, or proved to me on the basis of satisfactory evidence, and who, upon oath acknowledged himself to be the President of Land Development of Turnberry Homes, L.L.C., the within named bargainor, a Tennessee limited liability company, and that he, as such President of Land Development, being authorized so to do, executed the foregoing instrument for the purposes therein contained, by signing the name of the limited liability company by himself as President of Land Development.

Witness my hand and seal on this the _____ day of _____, 2020.

Notary Public

My Commission Expires: _____

RESTRICT2.250

Exhibit A

Property Description – Development Parcel

Kendall Keller Allen and Mary Jo Allen Property
Parcel 35.03, Tax Map 55 Register's Office for Williamson County, TN

A tract of land located in the City of Brentwood, Williamson County, Tennessee of record in Deed Book 5772, Page 450 R.O.W.C, TN., and more specifically described as follows:

Beginning at an iron pin (new) being the southwest corner of subject tract and in the northern Right-of-Way of Split Log Road, said iron pin being a common corner with the Glen Abbey Subdivision, Section One of record in Plat Book P59, Page 107, Register's Office for Williamson County, Tennessee; thence,

Leaving said Right-of-Way and, with the common line of the Glen Abbey Subdivision, North 07° 56' 25" East a distance of 836.41 feet to an iron pin (new), said iron pin being located in the rear property line of Lot 45 of the Glen Abbey Subdivision, Section One of record in Plat Book P59, Page 107 said Register's Office; thence,

With the rear property line of the said Lot 45, North 43° 43' 47" East, a distance of 138.70 feet to an iron pin (new) in the rear property line of Lot 44 of the Glen Abbey Subdivision, Section One of record in Plat Book P59, Page 107, said Register's Office; thence,

Continuing with said common line with Glen Abbey Subdivision along rear property line of Lots 44, 43 and 42 North 23° 10' 30" East a distance of 445.58 feet to an iron pin (new), said iron pin being a common corner in the rear property line of Lot 42 of the Glen Abbey Subdivision, Section One and Lot 25 of Glen Abbey, Section Two of record in Plat Book P60, Page 121, said Register's Office; thence,

Continuing with the common property line of the Glen Abbey Subdivision, Section Two and Section Three of record in Plat Book P62, Page 106, said Register's Office along the rear lot lines of Lots 25, 65, 66 and 67 South 79° 34' 45" East a distance of 755.76 feet to an iron pin (existing), said existing iron pin being a common corner of Kendall Keller Allen and Mary Jo Allen of record in Deed Book 5772, Page 450, said Register's Office, Lot 67 of the Glen Abbey Subdivision, Section Three and the Trena Payne Property of record in Deed Book 7099, Page 472, said Register's Office; thence,

With the common line of the Trena Payne Property, South 07° 27' 02" West, a distance of 1,238.29 feet to an iron pin (new), passing through an existing iron pin at 1,236.89 feet, said iron pin (new) being in the northern Right-of- Way of Split Log Road; thence,

With said Right-of-Way with a curve to the right having an arc length of 582.98 feet, a radius of 1,879.86 feet, a chord length of 580.64 feet and a chord bearing of South 87° 58' 31" West, to an iron pin (new); thence,

Continuing with said Right-of-Way North 83° 08' 26" West, a distance of 392.02 feet, and passing through an existing concrete monument at 2.49 feet, to the point of beginning and containing 1,219,445 square feet or 27.995 acres more or less.

The above-described tract of land is subjected to all easements of record.

This property description was prepared by Tori D. Cassidy Tennessee Registered Land Surveyor No. 2467 in accordance with the Boundary Survey prepared by Delta Associates, Inc., dated October 01, 2019.

Exhibit B

Property Description – Allen Residence Lot

Kendall Keller Allen and Mary Jo Allen Property
Part of Parcel 35:03, Tax Map 55 Register's Office for Williamson County, TN

[Insert Preliminary Description]

**REQUEST FOR WATER AND/OR SEWER AVAILABILITY
APPLICATION FORM**

Parties desiring to connect to the City of Brentwood's water and/or sewer system are required to apply for availability. Requesting water and/or sewer availability is the first step in the development/building process and should be requested as early as possible to assure capacity is available for the planned project.

Date of Request: 01-23-2020			
<u>Owner Information</u>			
Owners Name:	KENDALL ALLEN	Company Name:	N / A
Address:	9520 SPLIT LOG ROAD		
Phone:	615 - 887 - 0574	Email:	KEN.ALLEN@LIVE.COM
<u>Owner's Representative If Applicable (i.e. consultant)</u>			
Name:	BRETT BEELER	Company Name:	LOSE DESIGN
Address:	2809 FOSTER AVENUE NASHVILLE, TN 37210		
Phone:	615 - 242 - 0040	Email:	bbeeler@lose.design
<u>Project Information</u>			
Project Name or Description:	Allen Property	Project Acreage:	27.99±
Project Address, Map & Parcel No.:	9520 SPLIT LOG ROAD BRENTWOOD, TN 37027		
Current/Proposed Zoning	CURRENT: R-2 PROPOSED: OSRD		
Typical Heated Living Space (sq. ft): (If Residential)	~4,000 s.f.		

<u>WATER INFORMATION:</u> (Meter/service line design shall follow AWWA Manual 22, latest edition)		
--- Residential ---		
Typical Residence: (Avg. day / Inst. Peak)	Domestic - 310 / 1240	Irrigation - N/A
Project Common space: (Avg. day / Inst. Peak)	Irrigation: N/A	

17 lots used for water calcs due to 1 existing connection for the 6 acre tract.

WATER INFORMATION (cont.)			
Typical Residence, Total Flow Range (Min.- Max., gpm):	20 - 30 gpm	Requested Meter size for Typ. Residence:	3/4" min
Total Projected Flow for Project (Avg. Day / Inst. Peak)	5,270 / 21,080	peak factor of 4 used	
--- Nonresidential ---			
Service Classification: (i.e. Office, Restaurant, Church, Car wash, etc.)	N/A		
Domestic Flow: (Avg. Day / Inst. Peak)	N/A	Site Irrigation (Avg. Day / Peak)	N/A
Fire Line Required: Y / N	Fire Flow: (Peak/Duration)	N/A	

SEWER INFORMATION:			
--- Residential ---			
Typical Residence: (Avg. day)	310 gpd (WSD design std.)	No. Of Planned Units:	18 lots
Total Projected Flow for Project (Avg. Day / Inst. Peak)	5580 / 22,320 peak factor of 4 used		
--- Nonresidential ---			
Service Classification: (i.e. Office, Restaurant, Church, Car wash, etc.)	N/A	No. of Units (See Design Criteria Attached)	N/A
Food Service Proposed: (i.e. cafeteria, deli counter, etc.)	Yes or No	If yes, briefly describe:	
Domestic Flow: (Avg. Day / Inst. Peak)	N/A		
Total Requested Flow:	N/A		

Please attach design flow calculations for water and sewer projections and project site plan (if applicable), including utility plan with your application. Applications should be submitted to the Water Services Department, PO Box 788, Brentwood, TN 37024-0788, miltonc@brentwood-tn.org.

City of Brentwood
Planning and Codes Department
5211 Maryland Way (37027)
P.O. Box 788
Brentwood, TN 37024-0788

Office (615) 371-2204

Fax (615) 371-2233

www.brentwoodtn.gov/planning



APPLICATION FOR
◆ REQUEST FOR ZONING CHANGE ◆

1.) GENERAL INFORMATION:

Project Name: Allen Property
Project Location (address): 9520 Split Log Road
Map / Group / Parcel #: 055 03503

(obtain this information from the Williamson County Property Assessor's data. If more than one parcel, attach a separate sheet listing tax map information for each parcel)

Current Zoning: R-2
Requested Change: OSRD
Area of Property (acres): 27.99±

Property Description: Attach a current description of the affected property's location, boundaries and size, in sufficient detail and accuracy, as determined by the Planning Director, so as to clearly delineate the area to be rezoned.

2.) APPLICANT INFORMATION:

Name: Turnberry Homes
Company: Nicky Wells
Mailing Address: 210 Jamesham Park Dr.
City/State/Zip Code: 37027
Phone Number: (615) 376.7001 Fax Number: (615) 376.6036
Email Address: nicky.wells@turnberryhomes.com

Signature of Owner:
Authorized Representative: [Signature]
Print Name: Nicky Wells

3.) OWNER INFORMATION:

Name: KENDALL K. ALLEN
Company: _____
Mailing Address: 9520 SPLIT LOG RD
City/State/Zip Code: BRENTWOOD, TN 37027
Phone Number: (615) 887-0574 Fax Number: () _____
Email Address: KEN.ALLEN@LIVE.COM

Owner's Signature: [Signature]
Print Name: KENDALL K ALLEN

This application shall be signed by all owners of the property, provided that if any interest in the affected property is owned by a corporate entity, limited partnership, governmental entity or nonprofit organization, such form shall be signed by a duly authorized official of such owner.

4.) REVIEW FEES:

The Brentwood Board of Commissioners has adopted the following sliding schedule of application fees for a zoning district change, effective March 7, 2005:

- Less than twenty-five (25) acres - \$1,000.00
- Twenty-five (25) acres but less than fifty (50) acres - \$2,000.00
- Fifty (50) acres but less than one hundred (100) acres - \$3,000.00
- One hundred (100) acres but less than two hundred (200) acres - \$4,000.00
- Two hundred (200) acres or greater - \$5,000.00

FOR STAFF USE ONLY:

FEE SUBMITTED: \$ 2,000.00 RECEIPT #: ARS3122 PROJECT NUMBER: Zon1912-001

5.) INFORMATION REQUIRED AS PART OF THE INITIAL SUBMITTAL:

- Three (3) complete paper sets and one (1) complete set on CD disc of the proposed development plan(s);
- Completed, signed request for zone change application;
- The applicable review fee;
- Written authorization from the current property owner;
- A current property description;
- A vicinity map showing the parcel configuration in an area 250 feet surrounding the subject property.
- Digital files in .jpg format on CD-ROM for use as part of the presentation to the Board of Commissioners.

6.) IMPORTANT ADDITIONAL INFORMATION:

All information as required by applicable sections of the Brentwood Municipal Code and this application shall be included as part of the initial original submittal package. Failure to include a complete review package may result in the delay of the rezoning application.

The Board of Commissioners has established a policy that all requests for rezoning will be heard on first reading at the first regularly scheduled meeting of the month. The Board of Commissioners meets on the second and fourth Monday of the month. There are several exceptions, please see the adopted schedule, located on-line at www.brentwood-tn.org.

Written notification shall be sent to all adjacent property owners within 1000 feet of the subject property. These notifications shall be sent via certified mail, return receipt requested. A listing, sorted alphabetically, of all property owners notified and green Return Receipt cards shall be forwarded to staff for inclusion in the city rezoning file.

City of Brentwood Municipal Code Section 78-87
Procedure for Zoning District Change.

- (a) *Contents of rezoning request.* Any request for a zoning district change shall be submitted to the planning director and shall include the following:
- (1) A completed request for rezoning form, which must be signed by all owners of the property, provided that if any interest in the affected property is owned by a corporate entity, limited partnership, governmental entity or nonprofit organization, such form shall be signed by a duly authorized official of such owner. The planning director shall prescribe the format of such form.
 - (2) A current description of the affected property's location, boundaries and size, in sufficient detail and accuracy as determined by the planning director so as to clearly delineate the area to be rezoned.
 - (3) Map and information regarding the physical characteristics of the surrounding area within at least 250 feet of the development.
 - (4) A statement of the nature of the landowner's interest in any proposed development of the land and a written statement of concurrence from all parties having a beneficial interest in the affected property.
 - (5) An application fee, based on the total acreage proposed for rezoning, as set forth below:
 - a. less than 25 acres - \$1,000.00.
 - b.** at least 25 acres but less than 50 acres - \$2,000.00.
 - c. at least 50 acres but less than 100 acres - \$3,000.00.
 - d. at least 100 acres but less than 200 acres - \$4,000.00.
 - e. 200 acres or greater - \$5,000.00.

(b) *Community meeting.* The parties requesting the zoning district change shall hold a community meeting to present the particulars of the proposed rezoning, including the details of any associated development plans. The community meeting shall be held at the city's public library or municipal center, or, with the planning director's approval, at a service/institution facility with indoor meeting rooms that is located near the affected property proposed for rezoning. This meeting shall take place prior to the planning commission meeting at which the rezoning is to be considered.

(c) *Written notification to affected property owners.* The parties requesting the zoning district change shall make a reasonable effort to notify all property owners within 1,000 feet of the boundaries of the property proposed for rezoning at least ten days prior to the community meeting. The notification boundary area shall be determined by the planning director or his designee. Notification shall be satisfied by the parties through evidence of delivery confirmation or proof of delivery attempt to the property owner by the U.S. Postal Service. The property owners data base used for notification shall be the latest certified tax year information available through the Williamson County Property Assessor's Office. Said notification shall include notice of the community meeting, as well as notice of the scheduled meetings of the planning commission and the board of commissioners at which the rezoning is to be considered.

(d) *Signs.* The parties requesting the zoning district change shall post official city rezoning signs on each street frontage of the property stating the current zoning, the requested zoning change, and dates of the community meeting and public hearing. Such signs shall be located five feet from the street right-of-way or 15 feet from the edge of the pavement, and shall be a minimum of four square feet in size, with no element higher than six feet from grade. To ensure proper visibility, the planning and codes department shall inspect and approve the location of the sign. Such signs shall be secured with a deposit of \$150.00 per sign, shall be erected a minimum of 15 days prior to the required community meeting, and shall be returned within five days following the public hearing before the board of commissioners.

(e) *Agenda scheduling.* No request for a zoning district change shall be considered by the board of commissioners until the request is deemed complete by the planning director. When an application for a zoning district change is complete, consideration of the change shall be scheduled on the agenda of the board of commissioners for first reading, provided that first reading shall be scheduled for the first meeting of any given month to allow for timely scheduling of the required community meeting. If a request for a zoning district change is deemed incomplete by the planning director, he shall notify the parties making the request of the need for additional information. Such notification shall be sent by the planning director within ten days of the submittal of an original request or amended request. Until deemed complete by the planning director, a request shall be held in abeyance and not submitted to the board of commissioners for consideration.

(f) *Timetable for consideration and approval.*

- (1) After a rezoning ordinance has been officially placed on the board of commissioners agenda for consideration on first reading, the applicant shall be allowed a maximum of 120 days from that meeting date to complete the rezoning process.
- (2) After the zoning district change is officially placed on the agenda, the applicant may obtain, at any time, a deferral of consideration by the board of commissioners and/or planning commission. However, if the deferral(s) initiated by the applicant result in the rezoning process exceeding 120 days, the rezoning ordinance shall be deemed void.
- (3) If the rezoning ordinance is deemed void, any further request for a rezoning district change shall require the applicant to submit a new application for consideration on first reading, based on the latest procedural requirements and technical standards in the zoning ordinance.
- (4) The 120-day time limitation established herein shall not apply to any deferrals of consideration resulting from formal action by the board of commissioners or planning commission. If any such actions occur, the 120 day period shall be extended by the number of days during which consideration is deferred by the action of either board.
- (g) *Re-submittals.* A submittal of a request for a zoning district change for any property for which a rezoning was previously disapproved by the board of commissioners or voided due to deferrals shall not be accepted by the planning director for a period of six months following the last action of the board of commissioners or the date the request became void. However, the board of commissioners may, by majority vote, direct the planning director to reinitiate a rezoning ordinance at any time under the procedures set forth herein.

(h) *Correction of errors.* In the event a minor error, as defined in this subsection, is discovered in the description of the location, boundaries or size of property which has been rezoned pursuant to this section, a corrected description may be substituted with the approval of the planning director. The corrected description shall thereafter serve as the basis for delineating the area which has been rezoned. An error shall be considered a “minor error” if the erroneous description and the corrected description differ by no more than one acre in total area, and any minimum amount of land required under the applicable zoning district is maintained. An error other than a minor error, as defined herein, shall require such corrective action by the board of commissioners and planning commission as deemed necessary by the city attorney.

Sec. 78-88. Planning commission review.

No amendment to this chapter, nor any zoning district change shall become effective unless the amendment is first submitted to the planning commission for its recommendations regarding approval or disapproval. If the planning commission recommends disapproval of an amendment, it shall require a favorable vote of the majority of the entire membership of the board of commissioners to become effective. If the planning commission does not provide a recommendation on the proposed amendment within 35 days after passage on first reading by the board of commissioners, the absence of action shall be considered as a recommendation for approval of the proposed amendment; provided, however, that a party requesting a zoning district change may waive this provision and consent to an extension of time for the planning commission's recommendation.

December 20th, 2019

Mr. Jeff Dobson
CITY OF BRENTWOOD PLANNING DEPARTMENT
5211 Maryland Way
Brentwood, TN 37024

RE: The Allen Property Open Space Residential Development
Request for Zoning Change

Dear Mr. Dobson:

On behalf of Turnberry Homes, please find attached **eight (8) copies and one (1) digital CD** of the Open Space Residential Development Preliminary Plans for the Request for Zoning Change of the Allen Property. This project consists of one parcel totaling **27.99± acres** located on Split Log Road.

1. Parcel 35.03, owned by Kendall Allen and Mary Jo Allen, is approximately 27.99± acres, and is currently zoned R-2. The entirety of Parcel 35.03 is requested to be rezoned as part of the overall development for the Allen Property.

Lose Design would like to request that this parcel be re-zoned to OSRD and tentatively scheduled for the City of Brentwood City Commission meeting for **January 14th, 2020**. A formal application for rezoning is attached.

Included in this submittal is the required rezoning fee of **\$2,000** for this submittal.

If you have any questions, please contact me at your convenience.

Sincerely,

LOSE Design

Michael Black
P.E. – Vice President of Engineering

Cc: Nicky Wells, Turnberry Homes

**CITY OF BRENTWOOD
TENNESSEE****RECEIPT**

Number: PRJ3122

Project Number **ZON1912-001**
Address **9520 SPLIT LOG RD**
Applicant **Turnberry Homes**
Owner **ALLEN, KENDALL**
Project Description **REZONING -- REMAINDER OF ALLEN P**

FEES PAID

2005 REZONING FEES >25 <50 AC	110-32820	\$2,000.00
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TOTAL FEES PAID	\$2,000.00
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DATE PAID: 12/20/2019

PAID BY: Lose Design

PAYMENT METHOD: CHECK 17387

LETTER OF TRANSMITTAL

Ship To: Brentwood Planning Department
5211 Maryland Way, Brentwood, TN
37027

Re: Allen Property Rezoning Request &
Preliminary Plans

Phone: (615) 371 - 2204

Date: 12/20/2019

Job #: 19182

COPIES	DATE	DESCRIPTION	FOR YOUR USE	AS REQUESTED	FOR REVIEW & COMMENT
1	12/20/2019	Letter to Jeff Dobson	X		
1	12/20/2019	Request for Zoning Change Application			X
8	12/20/2019	(8x) Proposed Development Plans – 24x36 Plans			X
1	12/20/2019	(1x) CD – Proposed Development Plans			X
1	12/20/2019	Check - \$2,000 – Review Fee		X	

Remarks:

Please contact the office at (615) 242-0040 with any questions or concerns.

From: Brett Beeler, E.I.T.



LETTER OF TRANSMITTAL

Ship To: Brentwood Planning Department
5211 Maryland Way, Brentwood, TN
37027

Re: Allen Property Rezoning Request &
Preliminary Plans

Phone: (615) 371 - 2204

Date: 01/03/2020

Job #: 19182

COPIES	DATE	DESCRIPTION	FOR YOUR USE	AS REQUESTED	FOR REVIEW & COMMENT
3	01/03/2020	R-2 Zoning Exhibit – 24x36 Plans			X
3	01/03/2020	(3x) Preliminary Plans – 24x36 Plans			X
1	01/03/2020	(1x) Preliminary Plans – Electronic CD			X
Remarks:					

Please contact the office at (615) 242-0040 with any questions or concerns.

From: Brett Beeler, E.I.T.

Property Description

Kendall Keller Allen and Mary Jo Allen Property

Property Parcel 35:03, Tax Map 55 R.O.W.C., TN.

A tract of land located in the City of Brentwood, Williamson County, Tennessee of record in Deed Book 5772, Page 450 R.O.W.C, TN., and more specifically described as follows;

Beginning at an iron pin (new) being the southwest corner of subject tract and in the northern Right-of-Way of Split Log Road, said iron pin being a common corner with the Glen Abbey Subdivision, Section One of record in Plat Book P59, Page 107 R.O.W.C., TN., Thence;

Leaving said Right-of-Way and with the common line of the North 07° 56' 25" East, a distance of 836.41 feet to an iron pin (new). Said iron pin being located in the rear property line of Lot 45 of the Glen Abbey Subdivision, Section One of record in Plat Book P59, Page 107 R.O.W.C., TN., Thence;

With the rear property of Lot 45 North 43° 43' 47" East, a distance of 138.70 feet to an iron pin (new) in the rear property line of Lot 44 of the Glen Abbey Subdivision, Section One of record in Plat Book P59, Page 107 R.O.W.C., TN., Thence;

Continuing with said common line a long rear property line of Lots 44, 43 and 42 North 23° 10' 30" East a distance of 445.58 feet to an iron pin (new). Said iron pin being a common corner in the rear property line of Lot 42 of the Glen Abbey Subdivision, Section One and Lot 25 of Glen Abbey Section Two of record in Plat Book P60, Page 121 R.O.W.C., TN., Thence;

Continuing with the common property line of the Glen Abbey Subdivision, Section Two and Section Three of record in Plat Book P62, Page 106 a long the rear lot lines of Lots 25, 65, 66 and 67 South 79° 34' 45" East a distance of 755.76 feet to an iron pin (existing). Said existing iron pin being a common corner of Kendall Keller Allen and Mary Jo Allen of Record in Deed Book 5772, Page 450 R.O.W.C, TN., lot 67 of the Glen Abbey Subdivision, Section Three and the Trena Payne Property of record in Deed Book 7099, Page 472 R.O.W.C. TN., Thence;

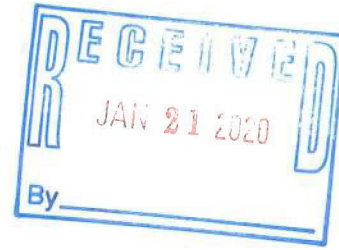
With the common line of the Trena Payne Property South 07° 27' 02" West, a distance of 1,238.29 feet to an iron pin (new) passing through an Existing iron pin at 1,236.89 feet. Said iron pin (new) being in the northern Right-of-Way of Split Log Road, Thence;

With said Right-of-Way with a curve to the right having an arc length of 582.98 feet, a radius of 1,879.86 feet, a chord length of 580.64 feet and a chord bearing of South 87° 58' 31" West, to an iron pin (new), Thence;

Continuing with said Right-of-Way North 83° 08' 26" West, a distance of 392.02 feet and passing through an existing concrete monument at 2.49 feet, to the point of beginning and containing 1,219,445 sq. ft. or 27,995 acres more or less.

The above-described tract of land is subjected to all easements of record.

This property description was prepared by Tori D. Cassidy RLS #2467 in accordance with the Boundary Survey prepared by Delta Associates, Inc., dated October 01, 2019.



LETTER OF TRANSMITTAL

Ship To: Brentwood Planning Department
5211 Maryland Way, Brentwood, TN
37027

Re: Allen Property Rezoning Request &
Preliminary Plans (Resubmittal)

Phone: (615) 371 - 2204

Date: 01/21/2020

Job #: 19182

COPIES	DATE	DESCRIPTION	FOR YOUR USE	AS REQUESTED	FOR REVIEW & COMMENT
3	01/21/2020	R-2 Zoning Exhibit – 24x36 Plans			X
3	01/21/2020	(3x) Preliminary Plans – 24x36 Plans			X
1	01/21/2020	(1x) Preliminary Plans – Electronic CD			X
1	01/21/2020	(1x) Comment Response Letter	X		
1	01/21/2020	(1x) Preliminary Drainage Calculations		X	
1	01/21/2020	(1x) USPS Approval Letter		X	
Remarks:					

Please contact the office at (615) 242-0040 with any questions or concerns.

From: Brett Beeler, E.I.T.



January 21, 2020

Jeff Dobson
Planning and Codes Director
City of Brentwood
5211 Maryland Way
Brentwood, TN 37027

RE: Allen Property Preliminary Plan Resubmittal Comment Response

Jeff,

Please see the following pages for the comment responses for the Allen Property Preliminary Plan Resubmittal. The previous submittal was on January 3, 2020. All comments given were addressed. Please let us know if you have any further questions or comments.

Sincerely,

Brett Beeler, EIT

1. The open space calculations show a total of 18 lots can be achieved on this proposal. The plan shows 19. The proposal does not meet the requirements of the Code.

Now showing 18 total lots.

2. On the R-2 Plan -- Lots 7, 9, 10, 11, 12, 13 & 14 are encumbered by the slopes in excess of 15% and must be designated as Hillside Protection Lots. Increase their area to three acres, minimum, or remove all slopes in excess of 15% from their area.

Lots 7, 9, and 10's slopes in excess of 15% are a byproduct of private development and not natural. I.e. basketball court, driveway, farm pond. They would not be considered Hillside Protected Lots.

Lots 11, 12, 13, and 14's slopes have been removed from their area and are now located in open space.

3. On the R-2 Plan – Lot 19 does not meet the minimum area requirement for the R-2 District – 43,539.

Lot 19 adjusted to meet the minimum area requirement

4. Add a legend to the R-2 plan defining the various shading patterns. Also add a location map to the plan.

Slope Legend Provided

5. Verify that the detention areas as shown on the R-2 plan are sufficient to provide proper drainage for the lots.

Verified. Detention areas were compared between the R-2 and the OSRD.

6. How might the 6+ acre tract develop without a stub street connecting the property to the rest of the development? Add a stub to the property line from Borrow Lane.

Still under consideration.

7. Verify that the proposed street name of Borrow Lane has been approved by the Williamson County Office of Emergency Management.

Borrow Lane was verified by the Glen Abbey Plat.

8. Move the entrance road on Split Log Road to the east slightly to align with Ivy Crest Drive. Provide a three-lane section on Borrow Lane at the intersection. This will provide better visibility for vehicles exiting Taramore.

Entranced adjusted to be more aligned with Ivy Crest Drive. Sidewalks tightened to back of curb as a part of this effort to minimize impacts to environmental features.

9. Provide a location for the Cluster Box Units (CBU's), inside the subdivision as required by the USPS. Provide their approval of the location of the CBU's. This approval must be received before the plan can be presented to the Board of Commissioners for their review on First Reading.

See revised sheet C1.00 for approved location of the CBUs. Approved Mode of Delivery Agreement with signatures is included with this resubmittal.

10. Consider a median location at the entrance for the required CBU's with pull-off.
12' median now shown at the proposed entrance. CBU will be placed within the development.

11. Show the sight distance triangles at the intersection of Split Log Road and Borrow Lane.
Intersection sight distance exhibit and calculations are now provided as apart of the preliminary calculation report.

12. Designate the area south of Lot 1 and 18, outside of the proposed drainage improvements in the area as a "Scenic Easement," per Section 78-186. The area should extend along the creek through the arterial road buffer. This requirement is intended to protect the stream and wetlands in the area.

Environmental area now shaded and labelled on plans as "Scenic Easement"

13. Designate Lot 19 as a Hillside Protection lot on the OSRD Development Plan.
Slopes greater than 15% above 850' in elevation are a byproduct of private development and not natural. The ~6 acre lot would not be considered a Hillside Protection Lot.

14. Since the 6+ acre lot is included as part of the subdivision, the arterial road buffer must extend across the frontage of this lot.

Arterial Road Buffer now extended along the frontage of Lot 19.

15. A total of 437 plantings (existing & proposed) are required in the arterial road buffer, based on its approximate length of 970 feet along the frontage. This number includes the frontage across Lot 19. The tree calculations are based on caliper inches on the plan. The Code is based on the number of trees provided. Revise the plan to provide a table showing the number of trees existing and provided in the buffer area. Refer to Section 78-512 of the zoning ordinance. Provide additional notes on the plan indicating if the developer proposes to relocate some of the required buffer plantings to other sections of the subdivision (78-512(5)c). This data must be provided before the plan may be presented to the Boards of Commissioners on First Reading. Areas B-1 thru B-8 provide a total of 140 new plantings.

See revised sheet L1.02. An Arterial Roadway Buffer Calculations chart has been provided detailing the total trees required and provided. A note has been added stating, "To remain consistent with the adjoining Glen Abbey, the developer proposes to relocate 70 of the required buffer plantings in the planting strip between the curb and sidewalk along the street."

16. A total of 74 street trees are proposed.

See revised sheet L1.01. 70 Street trees are proposed to supplement to remainder of the required Arterial Road Buffer plantings. A note has been added to sheet L1.02 stating this request.

17. Provide additional information regarding the 6+ acre tract. Verify if Turnberry have the right of first refusal if the Allen's decide to sell.

No right of first refusal.

18. Verify that the area along the frontage of Split Log Road is sufficiently flat enough to install a six foot wide sidewalk and two foot wide green space in back of the curb across the frontage of the property along Split Lot Road. Show the sidewalk on the plan.

Six foot wide sidewalk and two foot wide green space now shown along Split Log Road.

19. Provide public utility and drainage easements (PUDE) along all lot lines.

P.U.D.E's now provided on typical lot depiction. See Sheet C1.00.

20. Label Split Log Road as an arterial street.

Split Log Road now labelled an arterial street.

21. Reprint the plan at a more usable scale – 1" = 100'. Use a larger sheet size if necessary.

Sheets resized to be 1" = 100'.

22. Add a street cross section to the plan

See Detail Series C4.00 for Street cross section.

23. Provide preliminary drainage calculations.

Preliminary drainage calculations are now provided.

24. Indicate if entrance features will be included as part of the development of the project. Provide details.

See sheet C4.01 for Entrance Wall Details.

25. As part of the review and approval of the preliminary plan, horizontal curve data and a vertical profile for Borrow Lane will need to be provided for construction plan submittal meeting City of Brentwood Subdivision Regulation requirements.

Horizontal and Vertical information for Borrow Lane now provided. See C1.00 for horizontal and C3.00 for vertical.



**MODE OF DELIVERY AGREEMENT
TENNESSEE DISTRICT**

Brentwood
37027

NAME OF PROJECT The Allen Property
ADDRESS OF PROJECT 9520 Split Log Rd DATE _____
POST OFFICE/ZIP CODE Brentwood 37027 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	_____	_____	CBU Type V (18 Del)
Single Family Homes	<u>18</u>	<u>(1) CBU TYPE V</u>	CBU Type VI (20 Del)
Trailer Park	_____	_____	Curb line 2 or 4 post
Other (Specify)	_____	_____	Wall mount STD 4C

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 ☒ other ☐

Equipment purchased by: Developer ☒ other ☐

Equipment installed by: Developer ☒ other ☐

Equipment owned/maintained by: Developer ☐ other ☐

Keys issued to residents by: Developer ☒ 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: Sandy Alzman

TITLE: Growth Management Coordinator

SIGNATURE: [Signature]

TELEPHONE # (423) 562-3243

DATE: _____

PROPERTY DEVELOPER/MGR/OWNER

NAME: Nicky Wells, Trunkerry Homes

TITLE: President

SIGNATURE: [Signature]

TELEPHONE # 615.376.7001

DATE: 01.17.20

This agreement is subject to final approval by District Operations Programs Support. Submit completed agreement and other required attachments to the local Post Office to forward to the Growth Management, Operations Programs at the TN District Office

ALLEN PROPERTY

COMMUNITY MEETING

Thursday, May 28th @ 6:00 pm

Attendance

Paul Selman	9510 Split Log Road
Trena Payne	9528 Split Log Road
John Vitucci	1747 Umbria Drive
Kurt & Nancy Westerman	1788 Balvenie Court
John & Leigh Ann Braswell	1796 Balvenie Court
Bill Jetter	9525 Glenfiddich Trace
Michael & Gail McHigh	1794 Balvenie Court
Michael Moberly	9523 Glenfiddich Trace
Joey Wilson	1773 Macallan Drive

Important Meeting Dates:

- Planning Commission Recommendation to the City Commission: June 1st
- City Commission Public Hearing: June 8th
- Second and Final Reading: June 22nd

Questions and Concerns from the Residents:

There is concern from the neighbor at 9528 Split Log Road about runoff from the property on to hers. There is also concern from the neighbor at 9510 Split Log Road about runoff from the property and Glen Abbey onto his property. To address concerns of runoff the developer let residents know that there will be three (3) detention ponds in the new development that will hopefully relieve the amount of runoff leaving the property and slow the water flow rate down.

There were concerns about the temporary dead end into Glen Abbey. Several of the Glen Abbey residents were unaware that there was the possibility of another neighborhood connecting to Glen Abbey. The developer assured the residents of Glen Abbey that it would not cause more traffic into their neighborhood but could provide another exit for them.

There was a concern with where the location of the proposed entrance of the new development because it would line up with the Taramore entrance. They addressed that there is already a problem with the entrance of Glen Abbey lining up with the Morgan Farms neighborhood. The developer let them know that it is Brentwood Code ordinance to have the neighborhood entrances line up with each other instead of having staggered entrances.

There were concerns about the extra traffic that will be added to Split Log Road. They expressed that the traffic already backs up from Wilson Pike and it makes it difficult to get out of the neighborhoods and properties.

There was a concern from the neighbor at 9528 Split Log Road about the six-acre tract being redeveloped in the future since it is right next to her property. The developer let the resident know that the six-acre tract will never be redeveloped in perpetuity.

There was a question about the road that would connect to Glen Abbey due to the steep elevation of the current land compared to where the temporary road currently is. The developer let them know that they will most likely be doing a road cut through the hill in order to connect to the existing road. There are one or two lots that back up to the road that may need to be graded as well.

There was a question about whether or not the developer will be removing the existing fence line along the property will be removed. The developer said that they do not plan to remove existing perimeter fencing around the property. There may be some fencing within the property that will need to be removed.

There was a question about the maintenance of the gas line since it is currently be maintained by the cows that are on the Allen property. The developer let them know that the gas line will be maintained by the HOA once the neighborhood is turned over by the developer.

The developer estimates that the project will begin late July/August with the roads being put in around Spring 2021. The project is estimated to be complete by early 2022.

The meeting ended up 6:50 pm.

Jeff Dobson
PLANNING AND CODES DIRECTOR

Tim Harrington
BUILDING CODES OFFICIAL



Todd Petrowski
SENIOR CITY PLANNER

Allison Henry
CITY PLANNER

BRENTWOOD PLANNING AND CODES

PLANNING AND CODES DEPARTMENT MEMORANDUM 2020-12

TO: Honorable Mayor and City Commission Members

THROUGH: Kirk Bednar, City Manager

FROM: Jeff Dobson, Planning and Codes Director

SUBJECT: **ORDINANCE 2020-01 AN ORDINANCE OF THE CITY OF BRENTWOOD, TENNESSEE TO AMEND THE ZONING ORDINANCE, SAME BEING CHAPTER 78 OF THE CODE OF ORDINANCES OF THE CITY OF BRENTWOOD, BY CHANGING THE PRESENT ZONING CLASSIFICATION ON CERTAIN PROPERTY LOCATED ON THE NORTH SIDE OF SPLIT LOG ROAD, APPROXIMATELY 0.35 MILES WEST OF ITS INTERSECTION WITH RAGSDALE ROAD AND SOUTH AND EAST OF THE GLEN ABBEY SUBDIVISION, FROM THE R-2 (SUBURBAN RESIDENTIAL) ZONING DISTRICT TO THE OSRD (OPEN SPACE RESIDENTIAL DEVELOPMENT) ZONING DISTRICT, SAID PROPERTY BEING MORE SPECIFICALLY DESCRIBED IN THE PROPERTY DESCRIPTION ATTACHED HERETO AND MADE A PART OF THIS ORDINANCE BY REFERENCE, AND SHOWN ON THE MAP ATTACHED HERETO AND MADE A PART OF THIS ORDINANCE BY REFERENCE; AND TO AMEND THE OFFICIAL ZONING MAP ACCORDINGLY**

DATE: June 1, 2020

At its June 1, 2020 regular meeting, the Planning Commission the Planning Commission voted ten for and zero against (10-0) to forward a recommendation of approval of Ordinance 2020-01 to the Board of Commissioners.

One citizen spoke at the meeting. His comments related to drainage issues, from Glen Abbey affecting adjacent properties and soil coverage over the existing Columbia Gulf Gas Transmission lines.

Brentwood City Commission Agenda

Meeting Date: 06/22/2020

Ordinance 2020-03 - An Appropriations Ordinance for the City of Brentwood for Fiscal Year 2020-2021

Submitted by: Karen Harper, Finance

Department: Finance

Information

Subject

Ordinance 2020-03 - An Appropriations Ordinance for the City of Brentwood for the Fiscal Year Beginning July 1, 2020, and Ending June 30, 2021

Background

The accompanying Ordinance, upon passage on second and final reading, will authorize appropriations (expenditures) for the City of Brentwood for Fiscal Year 2020-2021.

The FY 2021 proposed budget was submitted to the City Commission on May 5, 2020, and was subject to detailed review at the budget work session held on May 14, 2020.

In order to simplify the process of allocating funding in the FY 2021 proposed budget on final reading, please find summarized below several potential items for consideration by the City Commission and specific action and process that will be needed for each item under consideration.

1. Allocation of funding for Education

A total of \$244,400 is available in the proposed budget for eligible public schools. A motion to amend the draft budget to specifically allocate this funding to each school is required prior to final adoption of the budget.

Last year's funding was allocated as follows: Brentwood and Ravenwood High Schools - \$62,400 each; Brentwood, Sunset and Woodland Middle Schools - \$15,600 each; Crockett, Edmonson, Kenrose, Lipscomb, Scales and Jordan Elementary Schools - \$10,400 each. Sunset Elementary received a prorated **\$5,100** as a result of their enrollment consisting of less than 50% Brentwood residents. \$10,400 is available to Sunset Elementary subject to review and validation of their student population residency data once school begins in August. It is recommended to go ahead and appropriate the allocation for Sunset Elementary at the full amount for elementary schools and it can be adjusted down if necessary once the final residency numbers are known.

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

2. Allocation of Funding for Recreation Program Services

A total of \$102,000 is available in the proposed FY 2021 budget for allocation to various recreational and community service providers. A motion to amend the draft budget to specifically allocate this funding to the various service providers is required prior to the final adoption of the budget.

Last year's funding was allocated as follows: FiftyForward Martin Center - \$50,000; YMCA - \$13,000; Brentwood Ball Club - \$21,000 and Brentwood Blaze - \$18,000. City Commissioners have previously received a list of funding requests, with accompanying support, from various agencies for next year.

As in FY 2020, \$3,250 is provided in the City Commission Memberships and Registrations activity for the Mid Cumberland Human Resources Agency (MCHRA) in recognition of the services provided to Brentwood residents. Because this is discretionary funding provided to an outside agency, it is appropriate for the City Commission to specifically authorize this allocation as part of the motion to amend the draft budget.

3. Other Amendments Not Currently Funded in the Budget

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

After the City Commission approves any or all of the potential amendments noted above, the final action of the Board should be to approve the Appropriations Ordinance (Ordinance 2020-03) on second and final reading.

Section 6-22-124(b) of the City Charter requires the Board of Commissioners to adopt the Appropriations Ordinance before the first day of the new fiscal year beginning July 1. Two public hearings on Ordinance 2020-03 have been held to date at the May 26, 2020 and June 8, 2020 meetings. There have been no public comments provided at either hearing. A third and final public hearing is scheduled for the June 22, 2020 meeting prior to final consideration and approval of the FY 2021 appropriations ordinance.

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

Staff Recommendation

Staff recommends approval of Ordinance 2020-03, subject to necessary amendments discussed above.

Previous Commission Action

Ordinance 2020-03 was unanimously approved on first reading at the May 26, 2020 meeting.

Fiscal Impact**Attachments**

Ordinance 2020-03

FY 2020-2021 Budget Worksheet

FY 2020-2021 ECD State Budget Form

FY 2020-2021 Donation Requests

ORDINANCE 2020-03

**AN APPROPRIATION ORDINANCE FOR THE CITY OF BRENTWOOD, TENNESSEE FOR THE FISCAL YEAR BEGINNING
JULY 1, 2020, AND ENDING JUNE 30, 2021**

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

SECTION 1. That amounts hereinafter set out constitute the estimated revenues and the budgeted expenditures for the City of Brentwood, Tennessee, and the said sums specified herein are hereby appropriated for the purpose of meeting the expenses of the various departments, institutions, offices, agencies and programs of the City of Brentwood for the fiscal year beginning July 1, 2020, and ending June 30, 2021, to wit:

GENERAL FUND			
	FY 2018-19 ACTUAL	FY 2019-20 BUDGET	FY 2020-21 BUDGET
Estimated Beginning Fund Balance			\$ 39,379,653
<u>Revenues and Other Sources:</u>			
Taxes	\$ 36,119,400	\$ 32,965,000	\$ 33,945,000
Licenses and Permits	896,036	865,550	799,050
Fines and Fees	242,547	205,000	180,000
Charges for Services	540,714	573,000	609,000
Intergovernmental	8,517,355	4,817,150	4,686,950
Uses of Money and Property	1,231,738	705,600	320,600
Other	256,622	165,100	190,100
Total Revenues and Sources	\$ 47,804,412	\$ 40,296,400	\$ 40,730,700
Total Funds Available			\$ 80,110,353

Note: FY 2018-19 and 2019-20 columns are shown for informational purposes only.

GENERAL FUND

	FY 2018-19 ACTUAL	FY 2019-20 BUDGET	FY 2020-21 BUDGET
<u>Expenditures and Other Uses:</u>			
City Commission	\$ 209,257	\$ 232,820	\$ 226,805
City Court	39,746	41,100	41,600
City Manager's Office	444,205	463,980	451,940
Elections	50,320	-	45,000
Finance	932,411	966,510	966,475
City Recorder	125,709	145,395	154,250
Legal Services	218,389	250,560	251,480
Technology	1,383,052	1,549,885	1,783,235
Geographic Information Systems	330,914	355,855	369,135
Human Resources	439,407	475,930	500,325
Community Relations	422,716	356,935	340,135
Planning	421,540	484,375	464,340
Codes Enforcement	870,235	901,270	873,935
Insurance/Other Benefits	742,661	781,360	800,860
Police Department	8,296,452	8,885,175	8,825,950
Police Department Headquarters	-	-	100,000
Fire and Rescue Department	7,883,636	8,053,060	8,075,175
Safety Center East	64,483	69,500	77,800
Public Works	3,110,534	3,623,445	3,633,870
Storm Drainage	10,442	50,000	70,000
Street Lighting	386,266	400,000	405,000
Traffic Signalization	342,555	374,980	372,045
Service Center	346,091	338,225	352,400
Engineering Services	784,785	853,085	809,510
Public Health	77,876	88,455	90,425
Parks and Recreation	2,314,739	2,614,760	2,596,310
Public Library	2,618,632	2,658,400	2,673,115
Education	239,100	244,400	244,400
Economic Development	10,000	10,000	10,000
Historic Sites	158,910	216,265	208,440
Transfer Fund Balance to Capital Projects Fund	1,500,000	-	5,000,000
Transfer to Debt Service Fund	3,100,000	3,250,000	3,350,000
Transfer to Municipal Center Fund	685,000	685,000	695,000
Transfer to Retiree Benefits Fund	-	-	25,000
Transfer to Facility Maintenance Fund	350,000	350,000	350,000
Contribution to Emergency Communication District	484,700	484,700	484,700
Total Expenditures and Other Uses	\$ 39,394,762	\$ 40,255,425	\$ 45,718,655
Fund Balance/Surplus Transfers - Capital Projects, Equipment and Insurance Funds	\$ 5,550,000	\$ -	\$ -
Estimated Ending Fund Balance			\$ 34,391,698

Note: FY 2018-19 and 2019-20 columns are shown for informational purposes only.

EQUIPMENT REPLACEMENT FUND

	<u>FY 2018-19 ACTUAL</u>	<u>FY 2019-20 BUDGET</u>	<u>FY 2020-21 BUDGET</u>
Estimated Beginning Fund Balance			\$ 4,847,845
<u>Revenues and Other Sources:</u>			
Transfer from General Fund	\$ 1,847,000	\$ 1,770,000	\$ 1,844,500
Interest Earnings	113,397	70,000	2,500
Sale of Equipment and Insurance Reimbursement	25,194	20,000	25,000
Total Revenues	<u>\$ 1,985,592</u>	<u>\$ 1,860,000</u>	<u>\$ 1,872,000</u>
Total Funds Available			\$ 6,719,845
<u>Expenditures:</u>			
Computer Equipment and Software	\$ 325,108	\$ 600,000	\$ 620,000
Heavy Equipment and Vehicles	1,465,325	690,000	930,000
Total Expenditures	<u>\$ 1,790,433</u>	<u>\$ 1,290,000</u>	<u>\$ 1,550,000</u>
Estimated Ending Fund Balance			\$ 5,169,845

FACILITIES MAINTENANCE FUND

	<u>FY 2018-19 ACTUAL</u>	<u>FY 2019-20 BUDGET</u>	<u>FY 2020-21 BUDGET</u>
Estimated Beginning Fund Balance			\$ 1,683,436
<u>Revenues and Other Sources:</u>			
Transfer from General Fund	\$ 350,000	\$ 350,000	\$ 350,000
Federal and State Sources	-	-	-
Interest Earnings and Other	35,512	30,000	750
Total Revenues	<u>\$ 385,512</u>	<u>\$ 380,000</u>	<u>\$ 350,750</u>
Total Funds Available			\$ 2,034,186
<u>Expenditures:</u>			
Service Center	\$ -	\$ 50,000	\$ 50,000
Fire and Rescue	1,560	25,000	65,000
Parks and Recreation	102,328	295,000	390,000
Library	30,710	50,000	50,000
Historic Sites	-	-	45,000
Total Expenditures	<u>\$ 134,598</u>	<u>\$ 420,000</u>	<u>\$ 600,000</u>
Estimated Ending Fund Balance			\$ 1,434,186

Note: FY 2018-19 and 2019-20 columns are shown for informational purposes only.

STATE STREET AID FUND

	<u>FY 2018-19 ACTUAL</u>	<u>FY 2019-20 BUDGET</u>	<u>FY 2020-21 BUDGET</u>
Estimated Beginning Fund Balance			\$ 1,149,589
<u>Revenues:</u>			
State Fuel Taxes	1,541,329	1,625,000	1,405,000
Interest Earnings	23,942	10,000	500
Total Revenues	<u>\$ 1,565,271</u>	<u>\$ 1,635,000</u>	<u>\$ 1,405,500</u>
Total Funds Available			\$ 2,555,089
<u>Expenditures and Other Uses:</u>			
Street Repairs	675,923	2,740,000	1,135,000
Total Expenditures and Other Uses	<u>\$ 675,923</u>	<u>\$ 2,740,000</u>	<u>\$ 1,135,000</u>
Estimated Ending Fund Balance			\$ 1,420,089

PUBLIC WORKS PROJECT FUND

	<u>FY 2018-19 ACTUAL</u>	<u>FY 2019-20 BUDGET</u>	<u>FY 2020-21 BUDGET</u>
Estimated Beginning Fund Balance			\$ 842,913
<u>Revenues:</u>			
Public Works Project Fees	641,973	465,250	610,000
Interest Earnings	53,718	30,000	150
Total Revenues	<u>\$ 695,691</u>	<u>\$ 495,250</u>	<u>\$ 610,150</u>
Total Funds Available			\$ 1,453,063
<u>Expenditures and Other Uses:</u>			
Transfer to Capital Projects Fund	2,000,000	2,750,000	500,000
Total Expenditures and Other Uses	<u>\$ 2,000,000</u>	<u>\$ 2,750,000</u>	<u>\$ 500,000</u>
Estimated Ending Fund Balance			\$ 953,063

Note: FY 2018-19 and 2019-20 columns are shown for informational purposes only.

DRUG FUND

	FY 2018-19 ACTUAL	FY 2019-20 BUDGET	FY 2020-21 BUDGET
Estimated Beginning Fund Balance			\$ 502,835
<u>Revenues:</u>			
Drug Related Fines/Other	\$ 99,320	\$ 20,000	\$ 20,000
Interest Earnings	10,347	8,000	50
Total Revenues	<u>\$ 109,667</u>	<u>\$ 28,000</u>	<u>\$ 20,050</u>
Total Funds Available			\$ 522,885
<u>Expenditures and Other Uses:</u>			
Drug Enforcement	\$ 24,478	\$ 20,000	\$ 20,000
Capital Outlay	-	-	-
Total Expenditures and Other Uses	<u>\$ 24,478</u>	<u>\$ 20,000</u>	<u>\$ 20,000</u>
Estimated Ending Fund Balance			\$ 502,885

E-CITATION FUND

	FY 2018-19 ACTUAL	FY 2019-20 BUDGET	FY 2020-21 BUDGET
Estimated Beginning Fund Balance			\$ -
<u>Revenues:</u>			
E-Citation Fees	\$ -	\$ -	\$ 4,500
Interest Earnings	-	-	-
Total Revenues	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 4,500</u>
Total Funds Available			\$ 4,500
<u>Expenditures and Other Uses:</u>			
Miscellaneous Technology	\$ -	\$ -	\$ -
Total Expenditures and Other Uses	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Estimated Ending Fund Balance			\$ 4,500

Note: FY 2018-19 and 2019-20 columns are shown for informational purposes only.

ADEQUATE FACILITIES TAX FUND

	FY 2018-19 ACTUAL	FY 2019-20 BUDGET	FY 2020-21 BUDGET
Estimated Beginning Fund Balance			\$ 1,655,499
<u>Revenues and Other Sources:</u>			
Adequate Facilities Tax	\$ 483,726	\$ 450,000	\$ 450,000
Interest Earnings	18,869	10,000	500
Total Revenues	\$ 502,595	\$ 460,000	\$ 450,500
Total Funds Available			\$ 2,105,999
<u>Expenditures and Other Uses:</u>			
Williamson County Contributions to Schools	\$ -	\$ -	\$ -
Transfer to Capital Projects Fund	-	-	1,450,000
Total Expenditures and Other Uses	\$ -	\$ -	\$ 1,450,000
Estimated Ending Fund Balance			\$ 655,999

POST EMPLOYMENT BENEFITS FUND

	FY 2018-19 ACTUAL	FY 2019-20 BUDGET	FY 2020-21 BUDGET
Estimated Beginning Fund Balance:			\$ 1,274,448
<u>Revenues:</u>			
Retiree Leave Payout Transfer from Gen. Fund	50,000	25,000	25,000
Interest Earnings	23,869	20,000	500
Total Revenues	\$ 73,869	\$ 45,000	\$ 25,500
Total Funds Available			\$ 1,299,948
<u>Expenditures and Other Uses:</u>			
Post Retirement Benefits and Expenses	\$ -	\$ -	\$ -
Total Expenditures and Other Uses	\$ -	\$ -	\$ -
Estimated Ending Fund Balance			\$ 1,299,948

Note: FY 2018-19 and 2019-20 columns are shown for informational purposes only.

FUEL FUND

	FY 2018-19 ACTUAL	FY 2019-20 BUDGET	FY 2020-21 BUDGET
Estimated Beginning Fund Balance:			\$ 793,210
<u>Revenues and Other Sources:</u>			
Transfer from General Fund	\$ 319,362	\$ 327,100	\$ 280,325
Transfer from Water and Sewer Fund	44,508	50,000	35,000
Interest Earnings	16,527	15,000	250
Total Revenues	\$ 380,397	\$ 392,100	\$ 315,575
Total Funds Available			\$ 1,108,785
<u>Expenditures:</u>			
Gasoline and Diesel Fuel	\$ 366,200	\$ 375,000	\$ 375,000
Total Expenditures	\$ 366,200	\$ 375,000	\$ 375,000
Estimated Ending Fund Balance			\$ 733,785

INSURANCE FUND

	FY 2018-19 ACTUAL	FY 2019-20 BUDGET	FY 2020-21 BUDGET
Estimated Beginning Fund Balance:			\$ 3,768,520
<u>Revenues and Other Sources:</u>			
Other Financing Sources - Health Insurance	\$ 3,982,426	3,811,885	\$ 3,811,885
Other Financing Sources - Workers Compensation	249,430	249,430	274,430
Interest Earnings	69,137	50,000	1,500
Total Revenues	\$ 4,300,993	\$ 4,111,315	\$ 4,087,815
Total Funds Available			\$ 7,856,335
<u>Expenditures:</u>			
Medical Claims	\$ 2,556,942	\$ 3,100,000	\$ 3,150,000
HRA Claims	479,747	450,000	425,000
Health/Life Insurance	560,944	625,000	625,000
Other Professional Services	113,995	115,000	115,000
Transitional Reinsurance Program Tax	1,531	-	-
Workers Compensation	349,143	290,000	315,000
Total Expenditures	\$ 4,062,301	\$ 4,580,000	\$ 4,630,000
Estimated Ending Fund Balance			\$ 3,226,335

Note: FY 2018-19 and 2019-20 columns are shown for informational purposes only.

DEBT SERVICE FUND

	FY 2018-19 ACTUAL	FY 2019-20 BUDGET	FY 2020-21 BUDGET
Estimated Beginning Fund Balance			\$ 3,348,710
<u>Revenues:</u>			
Transfer from General Fund	\$ 3,100,000	\$ 3,250,000	\$ 3,350,000
Bond Refunding Proceeds/Premium	-	-	-
Interest Earnings	82,093	85,000	2,000
Total Revenues and Other Sources	\$ 3,182,093	\$ 3,335,000	\$ 3,352,000
Total Funds Available			\$ 6,700,710
<u>Expenditures:</u>			
Debt Service	\$ 2,647,335	\$ 2,994,060	\$ 2,673,315
Total Expenditures	\$ 2,647,335	\$ 2,994,060	\$ 2,673,315
Estimated Ending Fund Balance			\$ 4,027,395

CAPITAL PROJECTS FUND

	FY 2018-19 ACTUAL	FY 2019-20 BUDGET*	FY 2020-21 BUDGET*
<u>Revenues And Other Sources:</u>			
Transfer from Public Works Projects Fund	\$ 2,000,000	\$ 2,750,000	\$ 500,000
Federal, State and Private Sources	133,900	1,250,000	1,815,000
Transfer from General Fund	6,860,000	-	5,000,000
Transfer from Adequate Facilities Tax Fund	-	-	1,450,000
Transfer from Emergency Communications District	-	-	-
Bond Proceeds	-	13,000,000	-
Interest Earnings	533,530	400,000	10,000
Other Financing Sources	-	-	-
Total Revenues and Other Sources	\$ 9,527,430	\$ 17,400,000	\$ 8,775,000
<u>Expenditures</u>			
Transportation	\$ 4,905,309	\$ 8,605,000	\$ 8,445,000
Parks and Recreation	1,656,855	420,000	2,950,000
General Facilities	1,357,574	18,030,000	16,830,000
Technology	2,923,098	1,535,000	1,075,000
Storm Drainage	-	170,000	230,000
Other Financing Uses	-	-	-
Total Project Appropriations and Other Uses	\$ 10,842,836	\$ 28,760,000	\$ 29,530,000

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

Note: FY 2018-19 and 2019-20 columns are shown for informational purposes only.

SECTION 2. That pursuant to the requirements of TCA 7-86-120, the amounts hereinafter set out constitute the estimated revenues and the budgeted expenses for the City of Brentwood, Tennessee Emergency Communications District for the fiscal year beginning July 1, 2020 and ending June 30, 2021, to wit:

EMERGENCY COMMUNICATIONS DISTRICT

	FY 2018-19 ACTUAL	FY 2019-20 BUDGET	FY 2020-21 BUDGET
Estimated Beginning Net Assets			\$ 2,522,420
<u>Revenues:</u>			
Contribution from City of Brentwood			
- General Fund	484,700	484,700	484,700
TECB Operational Funding	864,126	864,125	1,039,125
Interest Earnings	51,501	45,000	1,000
Total Revenues	\$ 1,400,327	\$ 1,393,825	\$ 1,524,825
Total Funds Available			\$ 4,047,245
Expenses and Other Uses:			
Personnel Services	\$ 962,845	\$ 936,175	\$ 988,160
Operating Services	312,707	329,800	359,575
Depreciation Expense	113,600	160,000	162,640
Total Expenses	\$ 1,389,152	\$ 1,425,975	\$ 1,510,375
Estimated Ending Net Assets			\$ 2,536,870

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

SECTION 4. That the following amounts in the Water and Sewer Fund are projected operating revenues and expenses for the fiscal year beginning July 1, 2020 and ending June 30, 2021 and are provided for informational purposes.

Operating Revenues	\$ 19,602,925
Operating Expenses	\$ 19,484,625

SECTION 5. That the following amounts in the Municipal Center Fund are projected operating revenues and expenses for the fiscal year beginning July 1, 2021 and ending June 30, 2021 and are provided for informational purposes.

Operating Revenues	\$ 753,800
Operating Expenses	\$ 718,180

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

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

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

PASSED:	1st reading	<u>5/26/2020</u>	PLANNING COMMISSION	<u>n/a</u>
	2nd reading	<u>6/22/2020</u>	NOTICE OF PASSAGE	
			Notice published in:	<u>n/a</u>
			Date of publication:	<u></u>
PUBLIC HEARING				
	Notice published in:	<u>The Williamson AM</u>		
	Date of publication:	<u>5/10/2020</u>		
	Date of hearing:	<u>05/26/20; 06/08/20; 06/22/20</u>	EFFECTIVE DATE	<u></u>

MAYOR	<u>Rhea E. Little, III</u>	RECORDER	<u>Holly Earls</u>
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Approved as to form:

CITY ATTORNEY	<u>Kristen L. Corn</u>
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CITY OF BRENTWOOD
FY 2021 Budget Worksheets

Account Number	Account Name	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 8 Months	FY 2021 Budget
FUND 110: GENERAL FUND						
TAXES						
110-00000-31100	REAL & PERSONAL PROP TAX	11,888,893	12,045,085	12,060,000	12,310,657	12,310,000
110-00000-31120	PUBLIC UTILITY PROP TAX	99,051	83,482	80,000	86,206	75,000
110-00000-31130	INTEREST,PENALTY & COURT COST	25,167	29,945	20,000	16,683	20,000
110-00000-31200	P I L O T (PROP TAX)	83,777	81,372	80,000	0	80,000
110-00000-31300	LOCAL SALES TAX - COUNTY	16,569,064	17,462,917	15,200,000	11,968,093	16,000,000
110-00000-31430	WHOLESALE BEER TAX	697,497	711,524	675,000	436,847	675,000
110-00000-31450	WHOLESALE LIQUOR TAX	988,539	1,026,634	875,000	676,403	900,000
110-00000-31600	BUSINESS TAXES	2,199,950	2,383,963	1,800,000	864,565	1,850,000
110-00000-31800	HOTEL/MOTEL TAX	1,853,455	1,760,408	1,700,000	1,048,172	1,560,000
110-00000-31912	CATV FRANCHISE FEE	542,536	534,070	475,000	298,520	475,000
TOTAL TAXES		34,947,929	36,119,400	32,965,000	27,706,145	33,945,000
LICENSES AND PERMITS						
110-00000-32110	MECHANICAL PERMITS	59,725	53,599	35,000	32,925	40,000
110-00000-32120	BUILDING PERMITS	926,983	677,902	675,000	489,496	600,000
110-00000-32150	PLUMBING PERMITS	43,862	40,319	50,000	24,898	50,000
110-00000-32160	EXCAVATION PERMITS	33,930	45,514	30,000	20,698	30,000
110-00000-32185	FOOD TRUCK PERMIT	3,200	2,400	2,500	2,300	2,500
110-00000-32215	ZONING BD APPL FEE	3,700	3,600	2,000	2,225	2,000
110-00000-32216	BLAST/BURN PERMITS	200	225	300	75	300
110-00000-32217	HOME OCCUPATION FEES	3,700	3,285	3,750	2,450	3,750
110-00000-32218	HOME OCCUPATION RENEWAL FEES	4,025	3,195	4,000	1,960	4,000
110-00000-32310	BEER LICENSES	1,500	2,350	3,000	1,000	3,000
110-00000-32311	BEER BOARD FINES	10,500	0	0	0	0
110-00000-32315	BEER PRIVILEGE TAX	8,253	7,937	6,500	7,723	6,500
110-00000-32390	OTHER PERMITS	3,360	3,640	1,000	800	2,000
110-00000-32810	SUBDIV LOT FEES	14,440	16,400	10,000	10,260	12,500
110-00000-32820	SITE PLANS FEES	45,471	32,679	35,000	18,366	35,000
110-00000-32825	TRAFFIC CONSULTANT REVIEW FEES	8,778	2,992	7,500	1,870	7,500
TOTAL LICENSES AND PERMITS		1,171,627	896,036	865,550	617,046	799,050
INTERGOVERNMENTAL						
110-00000-33197	SAFETY GRANT	0	1,500	0	0	0
110-00000-33200	FEMA GRANT - FIRE	63,003	74,700	0	0	0
110-00000-33208	FIRE PREVENTION GRANT	0	0	0	500	0
110-00000-33320	TVA P I L O T (PROP TAX)	458,127	519,734	500,000	269,905	500,000
110-00000-33510	STATE SALES TAX	3,469,845	3,892,586	3,600,000	2,418,665	3,500,000
110-00000-33520	STATE INCOME TAX	3,407,502	3,328,145	150,000	0	75,000
110-00000-33530	STATE BEER TAX	18,848	20,318	18,000	10,878	18,000
110-00000-33540	STATE LIQUOR BY THE DRINK TAX	301,651	296,816	250,000	180,553	250,000
110-00000-33552	STATE STREETS & TRANSPORTATION	81,865	87,146	85,000	50,828	85,000
110-00000-33590	OTHER ST REV ALLOC-PD/FD PAY S	70,200	72,600	70,200	0	100,000
110-00000-33593	CORPORATE EXCISE TAX	125,704	133,002	60,000	0	75,000
110-00000-33594	TELECOMMUNICATION TAX	19,609	16,705	10,000	9,885	10,000
110-00000-33801	WM CO ALLOC - LIBR OPERATIONS	71,950	71,950	71,950	0	71,950
110-00000-33803	WM COUNTY EMS UTILITY REIMB	2,184	2,153	2,000	1,476	2,000
TOTAL INTERGOVERNMENTAL		8,090,488	8,517,355	4,817,150	2,942,689	4,686,950

CITY OF BRENTWOOD
FY 2021 Budget Worksheets

Account Number	Account Name	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 8 Months	FY 2021 Budget
OTHER REVENUES						
110-00000-34111	DUPLICATING SERVICES	107	284	100	496	100
110-00000-34121	BUS TAX - CLERKS FEE	223,153	242,948	150,000	86,986	175,000
110-00000-34240	MISC POLICE SERVICES	17,008	13,390	15,000	8,697	15,000
TOTAL OTHER REVENUES		240,269	256,622	165,100	96,179	190,100
CHARGES FOR SERVICES						
110-00000-34740	PARK RESERVATION & EVENTS	125,737	118,955	120,000	53,648	120,000
110-00000-34760	LIBRARY FINES & CHARGES	45,845	46,740	45,000	29,873	45,000
110-00000-34761	LIBRARY FEE - NON RESIDENT	63,658	65,463	60,000	46,127	60,000
110-00000-34800	COOL SPRINGS HOUSE RENTAL FEE	47,681	73,325	80,000	48,161	82,000
110-00000-34805	COOL SPRINGS HOUSE CLEANING FEE	8,000	14,575	18,000	10,400	19,000
110-00000-34810	RAVENSWOOD HOUSE RENTAL FEE	73,666	161,311	170,000	119,489	200,000
110-00000-34815	RAVENSWOOD HOUSE CLEANING FEE	9,225	16,200	18,000	11,250	18,000
110-00000-34850	LIBRARY MTG ROOM	12,154	18,031	12,000	13,367	15,000
110-00000-34855	INSPECTION FEES - ENGINEERING	24,006	26,114	20,000	8,361	20,000
110-00000-34860	CELL TOWER RENTAL FEE	0	0	30,000	0	30,000
TOTAL CHARGES FOR SERVICES		409,972	540,714	573,000	340,675	609,000
FINES AND FEES						
110-00000-35110	MUN COURT FINES/COSTS	256,894	183,584	175,000	101,750	150,000
110-00000-35115	OTHER COURT FINES	0	14,650	0	0	0
110-00000-35160	COUNTY COURT FINES/COSTS	32,230	44,312	30,000	25,784	30,000
TOTAL FINES AND FEES		289,124	242,547	205,000	127,535	180,000
USES OF MONEY AND PROPERTY						
110-00000-36100	INTEREST EARNINGS	613,355	860,087	450,000	393,763	50,000
110-00000-36220	SERVICE CENTER RENT - W/S	125,000	125,000	125,000	125,000	125,000
110-00000-36225	GIS SERVICE FEE	90,000	90,000	90,000	90,000	100,000
110-00000-36330	SALE OF GF EQUIPMENT	10,249	14,990	15,000	12,655	15,000
110-00000-36335	INSURANCE CLAIM REIMBURSEMENT	0	0	0	1,821	0
110-00000-36510	SALE OF GEN GOV'T SUPPLIES	423	0	0	47	0
110-00000-36720	LIBRARY PROGRAM FEES	20,253	18,453	10,000	15,314	15,000
110-00000-37100	MISC SERVICES BILLED	390	0	500	0	500
110-00000-37199	MISCELLANEOUS	28,085	72,438	15,000	54,591	15,000
110-00000-37299	BAD CHECK CHRGS	393	95	100	100	100
110-00000-37855	TRANSFER FROM POST EMP FUND	92,045	50,000	0	0	0
110-00000-39700	INSURANCE RECOVERY	0	675	0	0	0
TOTAL USES OF MONEY AND PROPERTY		980,192	1,231,738	705,600	693,291	320,600
TOTAL REVENUES - GENERAL FUND		46,129,599	47,804,412	40,296,400	32,523,559	40,730,700
DEPT 41110: CITY COMMISSION						
110-41110-81110	SALARIES	80,400	80,300	80,400	53,600	80,400
110-41110-81410	FICA (EMPLOYER'S SHARE)	5,191	5,083	6,150	3,569	6,150
110-41110-81420	HEALTH INSURANCE	74,895	78,640	78,640	52,428	78,640

CITY OF BRENTWOOD
FY 2021 Budget Worksheets

Account Number	Account Name	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 8 Months	FY 2021 Budget
110-41110-81422	LIFE INSURANCE	1,210	1,261	1,430	859	1,715
110-41110-82350	MBRSHIPS & REGISTRATIONS	28,011	28,522	32,700	32,133	32,900
110-41110-82450	COMMUNICATIONS	3,659	4,418	6,000	3,509	6,000
110-41110-82555	RADIO & TV SRVCS	7,325	6,825	20,000	4,475	13,000
110-41110-82605	R/M - OFC MACH & EQUIP	1,278	1,331	1,500	1,109	2,000
110-41110-83299	SUNDRY	2,113	2,878	4,000	1,969	4,000
110-41110-83540	COMPUTER HARDWARE - N/C	2,029	0	2,000	300	2,000
Total Expenditures		206,111	209,257	232,820	153,951	226,805

DEPT 41210: COURT

110-41210-81220	CITY JUDGE	24,000	24,000	24,000	16,000	24,000
110-41210-82350	PROF MEMBERSHIPS & REGISTRATIONS	1,345	1,398	1,300	0	1,300
110-41210-82599	OTHER PROFESSIONAL SERVICES	2,092	2,092	2,300	1,394	2,300
110-41210-82620	R/M - OTHER EQUIPMENT	11,673	12,257	13,000	12,870	13,500
110-41210-83299	SUNDRY	0	0	500	0	500
Total Expenditures		39,110	39,746	41,100	30,264	41,600

DEPT 41320: CITY MANAGER

110-41320-81110	SALARIES	317,716	323,268	334,435	213,961	329,210
110-41320-81130	LONGEVITY PAY	680	920	1,000	1,000	1,080
110-41320-81145	COMMUNICATION ALLOWANCE	1,440	1,440	1,440	960	1,440
110-41320-81410	FICA (EMPLOYER'S SHARE)	19,193	19,636	25,780	11,409	21,885
110-41320-81420	HEALTH INSURANCE	21,400	22,470	22,470	14,978	22,470
110-41320-81422	LIFE INSURANCE	384	408	410	286	490
110-41320-81425	RETIREMENT - HEALTH/LIFE	16,824	6,996	8,240	5,392	8,230
110-41320-81430	RETIREMENT - TCRS	44,466	45,289	40,255	26,306	39,635
110-41320-82599	OTHER PROF SERVICES	11,091	4,000	4,500	0	2,000
110-41320-82605	R/M - OFC MACH & EQUIP	514	511	550	607	600
110-41320-82810	MBRSHIPS & REGISTRATIONS	9,650	7,582	10,400	5,759	11,400
110-41320-82820	TRAVEL - CONF & SCHOOLS	5,739	6,505	6,000	257	6,250
110-41320-83299	SUNDRY	1,857	1,676	3,000	2,606	3,000
110-41320-83310	FUEL	2,571	2,810	3,000	1,640	2,000
110-41320-83540	COMPUTER HARDWARE - N/C	0	0	1,000	0	750
110-41320-87150	ENVIRONMENTAL BOARD	728	696	1,500	1,271	1,500
Total Expenditures		454,252	444,205	463,980	286,432	451,940

DEPT 41400: ELECTIONS

110-41400-82599	BOARD OF COMMISSIONERS	0	50,320	0	0	45,000
Total Expenditures		0	50,320	0	0	45,000

DEPT 41500: FINANCE

110-41500-81110	SALARIES	421,142	475,710	501,500	322,334	500,810
110-41500-81111	SALARIES - PART TIME	21,028	7,665	2,500	2,391	2,500
110-41500-81120	SALARIES - OVERTIME	9,811	8,792	7,530	7,014	7,530
110-41500-81130	LONGEVITY PAY	2,640	2,270	2,380	2,420	2,770
110-41500-81145	COMMUNICATION ALLOWANCE	1,200	1,200	1,200	710	1,200
110-41500-81410	FICA (EMPLOYER'S SHARE)	34,423	37,359	39,330	25,113	39,385
110-41500-81420	HEALTH INSURANCE	74,895	85,661	87,065	58,045	87,065

CITY OF BRENTWOOD
FY 2021 Budget Worksheets

Account Number	Account Name	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 8 Months	FY 2021 Budget
110-41500-81422	LIFE INSURANCE	1,226	1,479	1,580	1,119	1,900
110-41500-81425	RETIREMENT - HEALTH/LIFE	31,380	24,480	31,940	21,584	31,890
110-41500-81430	RETIREMENT - TCRS	60,257	67,559	54,235	39,544	50,285
110-41500-81436	RETIREMENT - HYBRID BASE	0	0	0	0	1,530
110-41500-81437	RETIREMENT - HYBRID STABILIZATION	0	0	0	0	2,155
110-41500-81442	EMPLOYER HYBRID DC 401	0	0	0	0	4,605
110-41500-82110	POSTAGE & BOX RENTAL	14,255	15,603	17,000	11,436	17,000
110-41500-82210	PRINTING, STATIONERY, ENVELOPES	2,682	3,828	4,000	0	4,000
110-41500-82215	PUBLICATIONS, REPORTS, ETC	265	155	1,000	175	1,000
110-41500-82310	ADVERTISING/LEGAL NOTICES	1,545	305	1,500	0	1,000
110-41500-82530	ACCTING & AUDITING SRVCS	27,000	30,250	36,000	24,620	36,000
110-41500-82596	WILLIAMSON CO TRUSTEE PROP TAX FEE	73,456	74,432	75,000	0	77,000
110-41500-82599	OTHER PROF SRVCS	14,362	21,285	23,000	42	15,000
110-41500-82605	R/M - OFC MACH & EQUIP	48,798	50,960	53,250	51,638	55,160
110-41500-82810	MBRSHIPS & REGISTRATIONS	7,822	6,061	7,500	3,902	7,690
110-41500-82820	TRAVEL - CONF & SCHOOLS	3,297	5,416	6,000	254	6,000
110-41500-83100	OFFICE SUPPLIES/MATERIALS	6,088	6,560	6,000	2,240	6,000
110-41500-83299	SUNDRY	1,902	2,240	2,000	890	2,000
110-41500-83535	OFFICE EQUIPMENT - N/C	0	0	2,000	545	2,000
110-41500-83540	COMPUTER HARDWARE - N/C	210	1,455	1,000	0	1,000
110-41500-83550	COMPUTER SOFTWARE-N/C	582	1,686	2,000	307	2,000
Total Expenditures		860,265	932,411	966,510	576,321	966,475

DEPT 41510: CITY RECORDER

110-41510-81110	SALARIES	102,397	64,391	67,340	42,724	67,415
110-41510-81120	SALARIES - OVERTIME	4,800	774	5,820	146	5,820
110-41510-81130	LONGEVITY	1,120	0	0	0	0
110-41510-81410	FICA	8,141	4,985	5,615	3,280	5,600
110-41510-81420	HEALTH INSURANCE	10,700	11,235	11,235	7,491	11,235
110-41510-81422	LIFE INSURANCE	239	204	205	143	245
110-41510-81425	RETIREMENT - HEALTH/LIFE	3,420	3,504	4,120	2,696	4,115
110-41510-81430	RETIREMENT - TCRS	11,636	9,132	8,810	5,293	8,790
110-41510-82310	ADVERTISING/LEGAL NOTICES	5,063	5,843	5,000	2,852	5,000
110-41510-82599	OTHER PROF SRVCS	6,306	3,706	5,500	3,518	5,500
110-41510-82605	R/M - OFC MACH & EQUIP	18,091	18,943	27,100	24,691	35,880
110-41510-82810	MBRSHIPS & REGISTRATIONS	445	35	1,450	297	1,450
110-41510-82820	TRAVEL - CONF & SCHOOLS	56	0	2,000	80	2,000
110-41510-83100	OFFICE SUPPLIES/MATERIALS	1,666	1,527	1,000	981	1,000
110-41510-83299	SUNDRY	214	0	200	12	200
110-41510-83540	COMPUTER HARDWARE - N/C	0	1,430	0	0	0
Total Expenditures		174,295	125,709	145,395	94,203	154,250

DEPT 41520: LEGAL

110-41520-81110	SALARIES	183,703	120,594	127,810	80,688	127,295
110-41520-81111	SALARIES - PART TIME	9,000	0	0	0	0
110-41520-81130	LONGEVITY PAY	1,280	0	0	0	0
110-41520-81145	COMMUNICATION ALLOWANCE	630	720	720	480	720
110-41520-81410	FICA (EMPLOYER'S SHARE)	12,896	8,623	9,835	5,781	9,795
110-41520-81420	HEALTH INSURANCE	10,700	11,235	11,235	7,491	11,235
110-41520-81422	LIFE INSURANCE	158	204	205	143	245

CITY OF BRENTWOOD
FY 2021 Budget Worksheets

Account Number	Account Name	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 8 Months	FY 2021 Budget
110-41520-81425	RETIREMENT - HEALTH/LIFE	7,932	3,504	4,120	2,696	4,115
110-41520-81430	RETIREMENT - TCRS	17,247	16,855	15,335	9,965	15,275
110-41520-82215	PUBLICATIONS, REPORTS, ETC	17,935	16,392	20,500	9,900	22,000
110-41520-82310	ADVERTISING/LEGAL NOTICES	31	0	0	0	0
110-41520-82520	SPECIAL LEGAL SERVICES	36,364	31,165	50,000	24,495	50,000
110-41520-82605	R/M - OFC MACH & EQUIP	281	376	500	182	500
110-41520-82810	MBRSHIPS & REGISTRATIONS	2,667	3,803	4,500	2,786	4,500
110-41520-82820	TRAVEL - CONF & SCHOOLS	4,117	4,014	5,000	1,496	5,000
110-41520-83100	OFFICE SUPPLIES/MATERIALS	290	237	300	54	300
110-41520-83299	SUNDRY	381	247	500	0	500
110-41520-83540	COMPUTER HARDWARE - N/C	0	420	0	39	0
110-41520-83550	COMPUTER SOFTWARE-N/C	3,990	0	0	0	0
Total Expenditures		309,603	218,389	250,560	146,196	251,480

DEPT 41640: TECHNOLOGY

110-41640-81110	SALARIES	418,545	419,475	433,780	280,613	516,405
110-41640-81111	SALARIES - PART TIME	3,620	0	5,000	3,062	5,000
110-41640-81120	SALARIES - OVERTIME	0	453	3,260	228	3,260
110-41640-81130	LONGEVITY PAY	2,500	2,000	2,140	2,140	2,480
110-41640-81145	COMMUNICATION ALLOWANCE	3,630	3,630	3,600	2,400	3,600
110-41640-81410	FICA (EMPLOYER'S SHARE)	31,446	31,721	34,305	21,552	40,600
110-41640-81420	HEALTH INSURANCE	58,845	58,976	61,785	41,189	73,020
110-41640-81422	LIFE INSURANCE	1,152	1,241	1,120	857	1,595
110-41640-81425	RETIREMENT - HEALTH/LIFE	22,656	19,236	22,665	14,840	26,745
110-41640-81430	RETIREMENT - TCRS	57,671	58,288	52,730	35,068	52,670
110-41640-81436	RETIREMENT - HYBRID BASE	0	0	0	0	1,225
110-41640-81437	RETIREMENT - HYBRID STABILIZATION	0	0	0	0	1,950
110-41640-81442	EMPLOYER HYBRID DC 401	0	0	0	0	4,160
110-41640-81481	CLOTHING/UNIFORMS	1,257	982	1,700	700	1,700
110-41640-82450	COMMUNICATIONS - INTERNET SRVC	31,011	36,179	35,000	22,463	41,000
110-41640-82599	OTHER PROFESSIONAL SRVCS	30,524	21,636	83,100	13,594	82,800
110-41640-82605	R/M - OFC MACH & EQUIP	1,914	3,201	3,500	2,065	3,500
110-41640-82610	R/M - VEHICLES	824	697	1,000	811	1,000
110-41640-82620	R/M - MACH & EQUIPMENT	134,274	140,972	165,000	137,502	242,650
110-41640-82810	MBRSHIPS & REGISTRATIONS	2,634	2,180	3,000	2,678	3,000
110-41640-82820	TRAVEL - CONF & SCHOOLS	8,274	5,098	8,000	1,146	9,000
110-41640-83100	OFFICE SUPPLIES/MATERIALS	2,442	1,295	2,500	1,057	2,500
110-41640-83215	HOUSEHOLD/JANITORIAL SUPPLIES	158	117	200	15	200
110-41640-83290	OTHER OPERATING SUPPLIES	653	1,031	1,000	456	1,000
110-41640-83299	SUNDRY	497	1,355	1,000	794	1,000
110-41640-83310	FUEL	213	282	500	133	175
110-41640-83530	EQUIPMENT - N/C	2,696	46	5,000	627	5,000
110-41640-83535	OFFICE EQUIPMENT - N/C	0	0	1,000	0	2,000
110-41640-83540	COMPUTER HARDWARE - N/C	2,188	1,035	5,000	5,396	9,000
110-41640-83550	COMPUTER SOFTWARE-N/C	1,599	24,223	15,000	41,620	18,000
110-41640-83560	MISC TECHNOLOGY - N/C	11,938	14,457	10,000	3,592	11,000
110-41640-88930	EQUIPMENT REPLACEMENT FUND	513,000	526,000	555,000	370,000	570,000
110-41640-89540	COMPUTER HARDWARE	0	0	10,000	0	10,000
110-41640-89550	COMPUTER SOFTWARE	11,030	7,245	17,000	0	30,000
110-41640-89555	TECHNOLOGY INFRASTRUCTURE	0	0	6,000	0	6,000
Total Expenditures		1,357,187	1,383,052	1,549,885	1,006,598	1,783,235

CITY OF BRENTWOOD
FY 2021 Budget Worksheets

Account Number	Account Name	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 8 Months	FY 2021 Budget
DEPT 41645: GIS						
110-41645-81110	SALARIES	186,076	193,926	202,385	128,422	202,635
110-41645-81111	SALARIES - PART TIME	2,880	4,550	6,000	416	6,000
110-41645-81120	SALARIES - OVERTIME	0	295	645	384	645
110-41645-81130	LONGEVITY PAY	1,200	1,320	1,440	1,440	1,560
110-41645-81145	COMMUNICATION ALLOWANCE	480	480	480	320	480
110-41645-81410	FICA (EMPLOYER'S SHARE)	14,238	14,737	16,165	9,640	16,165
110-41645-81420	HEALTH INSURANCE	32,100	33,700	33,700	22,468	33,700
110-41645-81422	LIFE INSURANCE	576	612	610	428	735
110-41645-81425	RETIREMENT - HEALTH/LIFE	11,220	10,500	12,365	8,096	12,345
110-41645-81430	RETIREMENT - TCRS	26,030	27,115	24,545	16,076	24,580
110-41645-81481	CLOTHING/UNIFORMS	338	394	400	295	400
110-41645-82450	COMMUNICATIONS	491	495	420	289	990
110-41645-82599	OTHER PROF SRVCS	0	5,700	6,000	67	12,000
110-41645-82605	R/M - OFC MACH & EQUIP	591	614	700	481	700
110-41645-82610	R/M - MOTOR VEHICLES	26	432	500	269	500
110-41645-82620	R/M - MACH & EQUIPMENT	25,849	25,690	30,500	30,195	31,600
110-41645-82810	MBRSHIPS & REGISTRATIONS	3,550	4,030	4,150	819	4,150
110-41645-82820	TRAVEL - CONF & SCHOOLS	3,648	2,500	4,000	860	4,000
110-41645-83100	OFFICE SUPPLIES/MATERIALS	212	2,225	4,000	157	4,000
110-41645-83215	HOUSEHOLD/JANITORIAL SUPPLIES	0	30	100	0	100
110-41645-83299	SUNDRY	65	47	250	0	200
110-41645-83310	FUEL	124	123	500	116	150
110-41645-83550	COMPUTER SOFTWARE-N/C	1,990	70	6,000	5,040	3,000
110-41645-89530	EQUIPMENT	5,541	1,330	0	0	8,500
Total Expenditures		317,224	330,914	355,855	226,280	369,135

DEPT 41650: HUMAN RESOURCES

110-41650-81110	SALARIES	209,139	216,838	227,430	145,848	239,885
110-41650-81130	LONGEVITY PAY	1,720	1,800	1,880	1,880	1,960
110-41650-81145	COMMUNICATION ALLOWANCE	720	720	720	480	720
110-41650-81410	FICA (EMPLOYER'S SHARE)	16,152	16,659	17,605	11,195	18,555
110-41650-81420	HEALTH INSURANCE	32,100	33,700	33,700	22,468	33,700
110-41650-81422	LIFE INSURANCE	576	612	610	411	735
110-41650-81425	RETIREMENT - HEALTH/LIFE	9,120	10,500	12,365	8,096	12,345
110-41650-81430	RETIREMENT - TCRS	29,258	30,335	27,525	16,213	22,625
110-41650-81436	RETIREMENT - HYBRID BASE	0	0	0	227	885
110-41650-81437	RETIREMENT - HYBRID STABILIZATION	0	0	0	290	1,245
110-41650-81442	EMPLOYER HYBRID DC 401	0	0	0	683	2,665
110-41650-82210	PRINTING, STATIONERY, ENVELOPES	793	0	1,400	522	1,400
110-41650-82215	PUBLICATIONS, REPORTS, ETC	2,104	927	1,000	990	1,000
110-41650-82310	ADVERTISING/LEGAL NOTICES	4,459	4,717	10,000	4,422	8,000
110-41650-82510	MEDICAL SERVICES	47,711	51,936	59,160	48,171	64,075
110-41650-82599	OTHER PROF SRVCS	25,009	21,913	26,690	11,715	30,400
110-41650-82605	R/M - OFC MACH & EQUIP	7,558	7,608	10,700	7,745	11,130
110-41650-82750	ANNUAL EMPLOYEE BANQUET	18,012	22,485	22,600	21,951	23,500
110-41650-82755	AWARDS	9,506	6,718	7,400	7,084	10,350
110-41650-82810	MBRSHIPS & REGISTRATIONS	2,274	1,294	2,945	1,586	2,950
110-41650-82820	TRAVEL - CONF & SCHOOLS	881	449	1,200	0	1,200

CITY OF BRENTWOOD
FY 2021 Budget Worksheets

Account Number	Account Name	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 8 Months	FY 2021 Budget
110-41650-82890	TRAVEL - APPLICANTS	662	0	0	183	0
110-41650-83100	OFFICE SUPPLIES/MATERIALS	3,481	2,036	3,000	2,107	3,000
110-41650-83299	SUNDRY	6,788	6,138	6,000	710	6,000
110-41650-83540	COMPUTER HARDWARE - N/C	1,400	775	0	0	0
110-41650-83550	COMPUTER SOFTWARE-N/C	4,000	1,248	2,000	0	2,000
Total Expenditures		433,423	439,407	475,930	314,977	500,325

DEPT 41680: COMMUNITY RELATIONS

110-41680-81110	SALARIES	130,301	153,360	154,295	99,474	158,440
110-41680-81145	COMMUNICATION ALLOWANCE	1,350	1,440	1,440	960	1,440
110-41680-81160	TRANSPORTATION SUPPL PAY	1,530	1,620	1,800	1,142	1,800
110-41680-81410	FICA (EMPLOYER'S SHARE)	10,109	11,806	12,065	7,616	12,370
110-41680-81420	HEALTH INSURANCE	21,400	22,470	22,470	14,978	22,470
110-41680-81422	LIFE INSURANCE	354	408	410	286	490
110-41680-81425	RETIREMENT - HEALTH/LIFE	9,360	6,996	8,240	5,392	8,230
110-41680-81430	RETIREMENT - TCRS	18,168	21,148	22,980	12,188	19,015
110-41680-82110	POSTAGE	9,452	10,804	8,000	4,075	10,000
110-41680-82210	PRINTING,STATIONERY,ENVELOPES	11,274	17,026	15,000	6,714	15,000
110-41680-82215	PUBLICATIONS, REPORTS, ETC	55	90	500	0	500
110-41680-82310	ADVERTISING/LEGAL NOTICES	3,879	3,480	3,500	3,867	4,000
110-41680-82410	ELECTRICITY	337	363	0	0	0
110-41680-82420	WATER	611	948	0	0	0
110-41680-82450	COMMUNICATIONS	978	908	1,000	586	1,000
110-41680-82590	SPECIAL EVENTS	32,765	32,717	36,400	31,987	33,315
110-41680-82591	50TH ANNIVERSARY CELEBRATION	0	49,532	0	338	0
110-41680-82599	OTHER PROF SRVCS	17,595	28,922	46,000	24,746	29,100
110-41680-82605	R/M - OFC MACH & EQUIP	2,139	2,705	1,500	2,554	5,570
110-41680-82650	R/M - GROUNDS	42,200	39,345	0	0	0
110-41680-82810	MBRSHIPS & REGISTRATIONS	1,566	3,156	1,585	986	1,645
110-41680-82820	TRAVEL - CONF & SCHOOLS	1,974	537	4,000	1,438	4,000
110-41680-83100	OFFICE SUPPLIES/MATERIALS	892	425	500	182	500
110-41680-83299	SUNDRY	721	922	1,500	505	1,500
110-41680-83540	COMPUTER HARDWARE - N/C	1,363	0	2,000	1,645	2,000
110-41680-83550	COMPUTER SOFTWARE-N/C	295	202	250	1,083	250
110-41680-83560	BANNERS	9,090	7,887	8,000	0	4,000
110-41680-87131	LDRSHIP BWOOD	1,000	1,000	1,000	1,000	1,000
110-41680-87145	HISTORIC BOARD	2,500	2,500	2,500	2,500	2,500
110-41680-89540	COMPUTER HARDWARE	5,773	0	0	0	0
Total Expenditures		339,033	422,716	356,935	226,242	340,135

DEPT 41700: PLANNING

110-41700-81110	SALARIES	233,900	234,398	254,465	152,402	250,135
110-41700-81111	SALARIES - PART TIME	6,900	0	0	0	0
110-41700-81120	SALARIES - OVERTIME	74	0	0	0	0
110-41700-81130	LONGEVITY PAY	1,600	1,680	1,760	1,760	1,840
110-41700-81145	COMMUNICATION ALLOWANCE	1,680	1,620	1,680	1,060	1,680
110-41700-81410	FICA (EMPLOYER'S SHARE)	18,724	18,144	19,740	11,855	19,405
110-41700-81420	HEALTH INSURANCE	32,100	33,700	33,700	22,468	33,700
110-41700-81422	LIFE INSURANCE	576	595	610	394	735
110-41700-81425	RETIREMENT - HEALTH/LIFE	16,800	10,500	12,365	8,096	12,345

CITY OF BRENTWOOD
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Account Number	Account Name	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 8 Months	FY 2021 Budget
110-41700-81430	RETIREMENT - TCRS	32,732	32,815	30,755	15,760	24,065
110-41700-81436	RETIREMENT - HYBRID BASE	0	0	0	440	855
110-41700-81437	RETIREMENT - HYBRID STABILIZATION	0	0	0	567	1,205
110-41700-81442	EMPLOYER HYBRID DC 401	0	0	0	1,242	2,575
110-41700-82210	PUBLICATIONS PRINTING	215	0	2,000	183	2,000
110-41700-82215	PUBLICATIONS, REPORTS, ETC	3,000	95	2,000	0	2,000
110-41700-82310	ADVERTISING/LEGAL NOTICES	1,822	1,677	2,500	960	3,000
110-41700-82550	PLANNING CONSULTANT SRVCS	0	200	3,000	0	3,000
110-41700-82554	SPECIAL CENSUS	30,096	0	0	0	0
110-41700-82555	RADIO & TV SRVCS	5,275	5,075	10,800	3,150	8,300
110-41700-82570	TRAFFIC ENG SRVCS	7,425	6,565	12,000	0	10,000
110-41700-82605	R/M - OFFICE MACH & EQUIP	4,950	5,210	9,000	5,637	10,500
110-41700-82620	R/M - MACH & EQUIPMENT	37,215	38,227	40,000	37,722	34,000
110-41700-82810	MBRSHIPS & REGISTRATIONS	18,317	18,761	20,000	19,323	20,000
110-41700-82820	TRAVEL - CONF & SCHOOLS	1,686	0	5,500	0	5,500
110-41700-83100	OFFICE SUPPLIES/MATERIALS	2,356	2,233	4,500	1,319	4,500
110-41700-83299	SUNDRY	1,677	1,446	3,000	623	3,000
110-41700-83535	OFFICE EQUIPMENT - N/C	0	7,630	4,000	0	4,000
110-41700-83540	COMPUTER HARDWARE - N/C	0	721	9,000	4,977	2,500
110-41700-83550	COMPUTER SOFTWARE-N/C	0	250	2,000	0	3,500
110-41700-89550	COMPUTER SOFTWARE	6,750	0	0	0	0
Total Expenditures		465,871	421,540	484,375	289,936	464,340

DEPT 41710: CODES

110-41710-81110	SALARIES	510,636	527,417	512,045	315,082	506,105
110-41710-81111	SALARIES - PART TIME	13,588	37,704	51,775	29,462	38,260
110-41710-81120	SALARIES - OVERTIME	0	0	1,280	0	1,280
110-41710-81130	LONGEVITY PAY	4,600	4,880	3,280	3,280	3,480
110-41710-81145	COMMUNICATION ALLOWANCE	3,360	3,140	2,880	2,240	3,360
110-41710-81410	FICA (EMPLOYER'S SHARE)	39,552	42,469	43,725	25,806	42,265
110-41710-81420	HEALTH INSURANCE	85,595	89,870	89,870	59,914	89,870
110-41710-81422	LIFE INSURANCE	1,506	1,632	1,630	1,142	1,960
110-41710-81425	RETIREMENT - HEALTH/LIFE	26,388	27,960	32,970	21,584	32,920
110-41710-81430	RETIREMENT - TCRS	71,148	70,158	62,015	33,199	51,050
110-41710-81436	RETIREMENT - HYBRID BASE	0	144	0	879	1,420
110-41710-81437	RETIREMENT - HYBRID STABILIZATION	0	0	0	1,341	2,000
110-41710-81442	EMPLOYER HYBRID DC 401	0	0	0	2,501	4,275
110-41710-81470	WORKER'S COMPENSATION	11,700	11,700	11,700	7,470	12,590
110-41710-81481	CLOTHING & UNIFORMS	1,586	2,327	4,000	1,553	4,000
110-41710-82210	PUBLICATIONS PRINTING	1,280	1,475	2,500	591	2,500
110-41710-82215	PUBLICATIONS, REPORTS, ETC	3,442	4,670	7,500	151	5,000
110-41710-82310	ADVERTISING/LEGAL NOTICES	1,136	452	500	0	500
110-41710-82450	COMMUNICATIONS	3,826	3,822	4,000	2,229	4,000
110-41710-82540	ARCH ENG & LANDSCAPING	0	653	7,500	0	7,500
110-41710-82599	OTHER PROF SRVCS	10,219	0	0	0	0
110-41710-82605	R/M - OFFICE MACH & EQUIP	1,906	1,900	5,000	1,633	5,000
110-41710-82610	R/M - MOTOR VEHICLES	2,288	1,772	6,500	509	6,500
110-41710-82625	TIRES TUBES ETC	1,027	0	2,000	0	4,000
110-41710-82810	MBRSHIPS & REGISTRATIONS	3,056	7,183	9,000	5,201	8,000
110-41710-82820	TRAVEL - CONF & SCHOOLS	4,777	6,550	8,500	1,673	8,000
110-41710-83100	OFFICE SUPPLIES/MATERIALS	2,053	3,528	3,500	1,093	3,500

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Account Number	Account Name	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 8 Months	FY 2021 Budget
110-41710-83299	SUNDRY	2,028	3,180	4,500	1,063	4,500
110-41710-83310	FUEL	8,637	7,585	10,000	4,470	6,000
110-41710-83535	OFFICE EQUIPMENT - N/C	508	809	3,000	224	3,000
110-41710-83540	COMPUTER HARDWARE - N/C	862	4,007	3,500	0	3,000
110-41710-83550	COMPUTER SOFTWARE-N/C	673	1,115	2,500	983	4,000
110-41710-85130	INS - LIABILITY	2,238	2,134	4,100	0	4,100
110-41710-89520	VEHICLES	57,876	0	0	0	0
Total Expenditures		877,491	870,235	901,270	525,276	873,935

DEPT 41990: INSURANCE AND OTHER BENEFITS

110-41990-81160	TRANSPORTATION SUPPL PAY	0	5,000	5,000	5,000	5,000
110-41990-81410	FICA (EMPLOYER'S SHARE)	12,103	12,030	15,875	5,310	15,875
110-41990-81421	DENTAL REIMBURSEMENT	69,944	73,035	75,000	41,558	75,000
110-41990-81430	RETIREMENT - TCRS	0	0	1,875	0	1,875
110-41990-81441	401 RETIREMENT MATCH	256,997	284,136	286,955	214,156	331,885
110-41990-81445	RETIREE LEAVE PAYOUT - RESERVE	50,000	50,000	25,000	25,000	0
110-41990-81450	SICK LEAVE BUY-BACKS	56,095	59,707	69,355	21,659	65,000
110-41990-81455	ATTENDANCE BONUS PAY	12,900	12,400	15,000	500	15,000
110-41990-81456	ANNUAL LEAVE BUY-BACKS	102,120	97,551	120,000	47,758	115,000
110-41990-81457	EDUCATION REIMBURSEMENT	30,240	17,400	25,000	9,000	20,000
110-41990-81460	UNEMPLOYMENT COMPENSATION	0	1,110	5,000	1,593	5,000
110-41990-81470	WORKER'S COMPENSATION	15,300	15,744	15,300	10,091	15,725
110-41990-81480	LONG-TERM DISABILITY INSURANCE	39,066	41,909	42,000	29,938	45,000
110-41990-85105	INS - PRIVACY AND NETWORK SECURITY	0	6,300	7,000	0	17,500
110-41990-85120	INS - VEHICLE & EQUIP	365	136	1,000	1,600	1,000
110-41990-85130	LIABILITY INSURANCE	65,255	65,634	71,000	(2,294)	71,000
110-41990-85140	OFFICIALS' SURETY BONDS	270	570	1,000	0	1,000
Total Expenditures		710,655	742,661	781,360	410,869	800,860

DEPT 42100: POLICE

110-42100-81110	SALARIES	3,837,047	4,059,829	4,471,675	2,768,581	4,392,715
110-42100-81111	SALARIES - PART TIME	680	1,120	0	0	0
110-42100-81120	SALARIES - OVERTIME	98,918	131,620	118,335	82,729	118,335
110-42100-81130	LONGEVITY PAY	26,480	27,400	28,760	28,760	28,680
110-42100-81140	STATE PAY SUPPLEMENTS	33,600	35,400	33,600	49,600	49,600
110-42100-81145	COMMUNICATION ALLOWANCE	15,720	18,260	17,280	11,820	17,280
110-42100-81150	LEGAL PAY SUPPLEMENTAL	0	4,877	5,000	3,200	5,000
110-42100-81160	TRANSPORTATION SUPPL PAY	122,540	132,789	136,805	79,774	134,405
110-42100-81170	F T O SUPPLEMENTAL PAY	8,300	6,421	14,400	6,768	14,400
110-42100-81190	SHIFT DIFFERENTIAL	42,681	45,171	42,400	28,941	44,400
110-42100-81410	FICA (EMPLOYER'S SHARE)	303,807	324,789	373,790	221,318	366,345
110-42100-81420	HEALTH INSURANCE	716,850	775,145	820,080	546,720	820,080
110-42100-81422	LIFE INSURANCE	13,246	14,433	14,890	10,013	17,885
110-42100-81425	RETIREMENT - HEALTH/LIFE	239,760	234,372	288,480	196,904	300,375
110-42100-81430	RETIREMENT - TCRS	684,613	734,474	727,705	447,062	656,405
110-42100-81436	RETIREMENT - HYBRID BASE	0	0	0	2,269	10,775
110-42100-81437	RETIREMENT - HYBRID STABILIZATION	0	0	0	1,664	10,045
110-42100-81442	EMPLOYER HYBRID DC 401	0	0	0	3,684	21,465
110-42100-81470	WORKER'S COMPENSATION	77,400	77,400	77,400	51,388	86,675
110-42100-81481	CLOTHING & UNIFORMS	64,021	71,789	135,350	60,203	105,000

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Account Number	Account Name	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 8 Months	FY 2021 Budget
110-42100-82110	POSTAGE & BOX RENTAL	562	642	2,500	400	2,500
110-42100-82210	PRINTING,STATIONERY,ENVELOPES	4,785	2,876	7,500	1,810	7,500
110-42100-82330	PERIODICAL SUBSCRIPTIONS	11,159	7,730	13,900	5,343	16,100
110-42100-82450	COMMUNICATIONS	46,079	54,493	44,000	34,144	44,000
110-42100-82599	OTHER PROF SRVCS	90,757	80,394	95,350	76,120	95,350
110-42100-82605	R/M - OFC MACH & EQUIP	19,291	24,054	30,000	19,475	30,000
110-42100-82610	R/M - MOTOR VEHICLES	94,081	91,104	80,000	71,444	80,000
110-42100-82620	R/M - OTHER EQUIPMENT	138,991	157,718	236,475	110,255	228,935
110-42100-82625	TIRES TUBES ETC	16,997	14,370	18,000	8,686	18,000
110-42100-82810	MBRSHIPS & REGISTRATIONS	53,466	47,442	50,000	39,282	50,000
110-42100-82820	TRAVEL - CONF & SCHOOLS	36,697	35,196	50,000	31,845	50,000
110-42100-83100	OFFICE SUPPLIES/MATERIALS	3,728	3,668	5,000	1,223	5,000
110-42100-83215	HOUSEHOLD/JANITORIAL SUPPLIES	12,128	13,151	15,000	6,286	15,000
110-42100-83270	FIRE ARM SUPPLIES	42,349	52,755	60,000	51,684	81,000
110-42100-83290	OTHER OPER SUPPLIES	66,346	72,787	65,000	43,493	65,000
110-42100-83310	FUEL	125,660	130,656	130,000	84,837	110,000
110-42100-83520	TRAFFIC ENFORCEMENT SUPPLIES	8,980	5,707	6,500	5,944	9,700
110-42100-83525	VEHICLE ACCESSORIES	22,964	40,197	30,000	40,403	30,000
110-42100-83530	EQUIPMENT - N/C	14,027	5,818	7,500	6,327	7,500
110-42100-83535	OFFICE EQUIPMENT - N/C	5,138	0	4,500	300	4,500
110-42100-83540	COMPUTER HARDWARE - N/C	14,248	87,952	6,000	10,535	6,000
110-42100-83550	COMPUTER SOFTWARE-N/C	0	1,371	0	1,609	0
110-42100-83555	MISC TECHNOLOGY-N/C	330	0	0	0	0
110-42100-85130	INS - LIABILITY	58,451	61,179	70,000	2,752	70,000
110-42100-85240	RENTAL - MACH & EQUIP	1,511	2,436	7,000	8,273	7,000
110-42100-88930	EQUIPMENT REPLACEMENT FUND	411,000	523,000	545,000	363,320	583,000
110-42100-89530	RADIO EQUIPMENT	0	0	0	18,604	0
110-42100-89560	MISC TECHNOLOGY	11,949	84,468	0	0	10,000
Total Expenditures		7,597,338	8,296,452	8,885,175	5,645,795	8,825,950

DEPT 42105: POLICE HEADQUARTERS

110-42105-82410	ELECTRIC	0	0	0	0	40,000
110-42105-82420	WATER	0	0	0	0	9,000
110-42105-82430	SEWER	0	0	0	0	3,000
110-42105-82440	NATURAL GAS	0	0	0	0	7,500
110-42105-82599	OTHER PROF SERVICES	0	0	0	0	5,000
110-42105-82650	GROUND MAINT	0	0	0	0	12,500
110-42105-83215	HOUSEHOLD/JANITORIAL SUPPLIES	0	0	0	0	5,000
110-42105-83290	OTHER OPER SUPPLIES	0	0	0	0	8,000
110-42105-85110	INS ON BUILDINGS	0	0	0	0	7,500
110-42105-85130	INS - LIABILITY	0	0	0	0	2,500
Total Expenditures		0	0	0	0	100,000

DEPT 42200: FIRE & RESCUE

110-42200-81110	SALARIES	3,856,597	3,960,906	4,163,025	2,676,846	4,151,810
110-42200-81111	SALARIES - PART TIME	0	11,061	15,675	8,852	15,000
110-42200-81115	SALARIES - OTHER	188,375	272,587	200,000	162,365	225,000
110-42200-81120	SALARIES - OVERTIME	34,127	46,469	15,040	16,678	15,040
110-42200-81130	LONGEVITY PAY	29,320	28,120	28,200	28,280	29,280

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Account Number	Account Name	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 8 Months	FY 2021 Budget
110-42200-81140	STATE PAY SUPPLEMENTS	36,600	37,200	36,000	50,400	50,400
110-42200-81145	COMMUNICATION ALLOWANCE	4,540	4,810	4,320	3,120	4,320
110-42200-81170	F T O SUPPLEMENTAL PAY	870	345	1,000	1,980	2,500
110-42200-81180	EMT SUPPLEMENTAL PAY	173,746	175,063	183,300	116,906	188,100
110-42200-81410	FICA (EMPLOYER'S SHARE)	315,766	331,479	341,080	222,993	340,920
110-42200-81420	HEALTH INSURANCE	706,150	741,445	775,145	516,765	775,145
110-42200-81422	LIFE INSURANCE	12,811	13,345	14,075	9,819	16,905
110-42200-81425	RETIREMENT - HEALTH/LIFE	249,888	230,880	271,995	186,120	283,915
110-42200-81430	RETIREMENT - TCRS	734,122	760,552	683,710	451,737	652,075
110-42200-81436	RETIREMENT - HYBRID BASE	0	0	0	3,590	5,780
110-42200-81437	RETIREMENT - HYBRID STABILIZATION	0	0	0	3,281	5,385
110-42200-81442	EMPLOYER HYBRID DC 401	0	0	0	6,730	11,510
110-42200-81470	WORKER'S COMPENSATION	66,600	66,600	66,600	48,820	73,060
110-42200-81481	CLOTHING & UNIFORMS	70,092	44,591	58,170	29,830	47,000
110-42200-81482	PERSONAL PROTECTIVE EQUIPMENT	48,957	43,204	45,800	50,262	47,000
110-42200-82110	POSTAGE	239	289	350	966	350
110-42200-82410	ELECTRICITY	8,399	8,285	8,600	5,773	8,600
110-42200-82420	WATER	803	881	800	654	850
110-42200-82430	SEWER	865	957	900	684	900
110-42200-82440	NATURAL GAS	2,201	2,365	2,000	1,217	2,000
110-42200-82450	COMMUNICATIONS	8,621	10,557	10,250	5,414	10,620
110-42200-82599	OTHER PROF SRVCS	14,952	10,527	12,500	5,586	13,000
110-42200-82605	R/M - OFFICE MACH & EQUIPMENT	39,261	57,285	67,800	44,276	83,600
110-42200-82610	R/M - MOTOR VEHICLES	86,297	76,141	65,000	48,310	69,500
110-42200-82620	R/M - MACH & EQUIPMENT	32,039	29,900	27,350	18,312	29,000
110-42200-82625	TIRES TUBES ETC	14,075	14,275	15,000	11,294	16,000
110-42200-82650	R/M - GROUNDS	1,638	2,467	2,000	892	2,000
110-42200-82660	R/M - BUILDINGS	3,791	13,727	10,000	8,976	12,000
110-42200-82670	R/M - PLUMBING & HVAC	596	322	1,000	851	1,000
110-42200-82810	MBRSHIPS & REGISTRATIONS	35,477	32,304	36,000	32,271	43,500
110-42200-82820	TRAVEL - CONF & SCHOOLS	27,217	30,302	29,500	21,087	31,000
110-42200-83100	OFFICE SUPPLIES/MATERIALS	6,253	4,067	5,000	2,634	4,000
110-42200-83215	HOUSEHOLD/JANITORIAL SUPPLIES	19,556	18,985	12,000	12,786	14,000
110-42200-83240	MEDICAL SUPPLIES	23,006	13,913	22,800	15,657	23,500
110-42200-83290	OTHER OPER SUPPLIES	23,692	31,000	29,500	16,609	30,000
110-42200-83299	SUNDRY	4,697	3,852	5,000	5,597	5,250
110-42200-83310	FUEL	52,540	56,205	55,000	43,578	55,000
110-42200-83530	EQUIPMENT - N/C	18,419	71,105	97,910	58,880	86,030
110-42200-83535	OFFICE EQUIPMENT - N/C	5,681	5,979	5,000	4,053	5,500
110-42200-83540	COMPUTER HARDWARE - N/C	3,587	6,989	3,500	3,469	3,500
110-42200-83550	COMPUTER SOFTWARE-N/C	252	132	1,000	119	500
110-42200-83555	MISC TECHNOLOGY N/C	5,791	2,130	10,000	0	13,880
110-42200-84400	FIRE PREVENTION/EDUCATION	17,310	14,663	17,500	12,343	19,250
110-42200-85110	INS ON BLDGS	1,422	1,337	1,450	1,205	1,450
110-42200-85120	INS - VEH & EQUIP	376	342	1,000	853	1,000
110-42200-85130	INS - LIABILITY	37,880	46,885	46,750	138	46,750
110-42200-85210	HYDRANT RENTAL EXPENSE	100,000	100,000	100,000	66,667	100,000
110-42200-88930	EQUIPMENT REPLACEMENT FD	329,000	382,000	391,000	260,680	401,500
110-42200-89520	VEHICLES	0	28,118	48,965	48,605	0
110-42200-89530	EQUIPMENT	33,670	36,693	7,500	22,867	0
Total Expenditures		7,488,165	7,883,636	8,053,060	5,378,677	8,075,175

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Account Number	Account Name	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 8 Months	FY 2021 Budget
DEPT 42210: BRENTWOOD SAFETY CENTER EAST						
110-42210-82410	ELECTRIC	17,880	18,012	18,500	11,611	18,500
110-42210-82420	WATER	1,689	2,073	1,800	1,353	2,000
110-42210-82430	SEWER	228	405	800	677	800
110-42210-82440	NATURAL/PROPANE GAS	2,823	2,214	2,500	1,750	2,500
110-42210-82599	OTHER PROF SERVICES	524	250	1,000	250	750
110-42210-82605	R/M - OFFICE MACH & EQUIP	3,534	3,726	4,000	3,503	4,000
110-42210-82620	R/M - MACH & EQUIPMENT	408	895	1,000	55	1,000
110-42210-82650	GROUPS MAINT	19,307	15,345	12,000	10,621	12,000
110-42210-82660	R/M - BUILDINGS	10,174	9,070	10,000	14,419	10,000
110-42210-82670	R/M - PLUMBING & HVAC	3,425	2,699	3,000	3,003	3,500
110-42210-83100	OFFICE SUPPLIES/MATERIALS	36	103	500	11	250
110-42210-83215	HOUSEHOLD/JANITORIAL SUPPLIES	4,632	4,704	4,250	2,249	4,250
110-42210-83290	OTHER OPER SUPPLIES	1,620	725	1,500	929	1,500
110-42210-83530	EQUIPMENT - N/C	1,210	0	2,000	846	6,400
110-42210-83535	OFFICE EQUIPMENT - N/C	280	0	0	0	0
110-42210-83555	MISC TECHNOLOGY N/C	3,517	0	1,500	0	5,200
110-42210-85110	INS ON BUILDINGS	4,482	4,217	5,000	3,807	5,000
110-42210-85130	INS - LIABILITY	137	45	150	46	150
Total Expenditures		75,908	64,483	69,500	55,128	77,800

DEPT 43120: PUBLIC WORKS

110-43120-81110	SALARIES	773,745	877,561	983,900	588,405	976,955
110-43120-81111	SALARIES - PART TIME	0	756	15,000	1,284	15,000
110-43120-81120	SALARIES - OVERTIME	30,093	38,349	58,495	30,244	58,495
110-43120-81130	LONGEVITY PAY	5,680	6,040	6,360	6,400	6,960
110-43120-81145	COMMUNICATION ALLOWANCE	990	1,720	1,920	1,280	1,920
110-43120-81185	CHIPPER ALLOWANCE	0	7,792	25,000	11,149	25,000
110-43120-81410	FICA (EMPLOYER'S SHARE)	58,731	68,157	83,805	46,945	82,950
110-43120-81420	HEALTH INSURANCE	224,685	247,150	247,150	164,766	247,150
110-43120-81422	LIFE INSURANCE	4,631	4,998	4,490	3,033	5,390
110-43120-81425	RETIREMENT - HEALTH/LIFE	50,808	73,464	90,665	59,344	90,525
110-43120-81430	RETIREMENT - TCRS	110,585	129,048	129,335	68,145	101,640
110-43120-81436	RETIREMENT - HYBRID BASE	0	0	0	1,447	3,245
110-43120-81437	RETIREMENT - HYBRID STABILIZATION	0	0	0	1,887	4,570
110-43120-81442	EMPLOYER HYBRID DC 401	0	0	0	4,058	9,770
110-43120-81470	WORKER'S COMPENSATION	31,500	31,500	31,500	21,865	35,385
110-43120-81481	CLOTHING & UNIFORMS	27,644	34,850	35,000	19,306	30,000
110-43120-82270	LANDFILL FEES	65,737	79,212	115,000	71,013	115,000
110-43120-82410	ELECTRICITY	0	0	0	245	375
110-43120-82450	COMMUNICATIONS	23	11	1,200	0	1,200
110-43120-82599	OTHER PROF SRVCS	6,533	0	12,000	7,675	12,000
110-43120-82605	R/M - OFC MACH & EQUIP	1,050	944	1,500	795	23,750
110-43120-82610	R/M - MOTOR VEHICLES	33,882	36,056	36,000	23,015	36,000
110-43120-82620	R/M - MACH & EQUIPMENT	32,071	30,975	42,600	19,437	36,000
110-43120-82625	TIRES TUBES ETC	18,615	7,299	16,350	1,519	15,000
110-43120-82639	R/M - MINOR ROAD REPAIRS	0	0	50,000	4,007	50,000
110-43120-82640	R/M - ROADS & STREETS	810,000	763,750	800,000	375,750	800,000
110-43120-82643	SIGNS/SALT/STRIPING/SUPPLIES	108,287	115,736	135,000	38,713	115,000
110-43120-82644	GUARD RAILS & POSTS	0	407	5,000	0	5,000

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Account Number	Account Name	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 8 Months	FY 2021 Budget
110-43120-82646	CRUSHED STONE	1,875	6,532	5,000	3,313	6,000
110-43120-82647	ASPHALT & ASPHALT FILLER	5,996	4,681	6,500	2,469	6,500
110-43120-82650	R/M - GROUNDS	0	0	45,000	37,152	45,000
110-43120-82655	R O W MAINTENANCE - MOWING	175,697	174,415	223,375	109,658	228,000
110-43120-82690	STREET SWEEPING	26,738	40,247	50,000	21,351	50,000
110-43120-82810	MBRSHIPS & REGISTRATIONS	627	1,259	2,000	2,004	2,000
110-43120-82820	TRAVEL - CONF & SCHOOLS	145	0	2,000	1,208	3,000
110-43120-83290	OTHER OPER SUPPLIES	16,494	20,962	17,500	10,220	17,500
110-43120-83310	FUEL	67,416	67,405	66,000	47,536	62,000
110-43120-83530	EQUIPMENT- N/C	0	7,592	0	0	4,000
110-43120-83535	OFFICE EQUIPMENT - N/C	2,896	94	1,500	0	5,000
110-43120-83550	COMPUTER SOFTWARE-N/C	0	132	0	0	0
110-43120-85120	INS - VEH & EQUIP	1,149	1,369	1,200	1,323	1,200
110-43120-85130	INS - LIABILITY	18,255	14,778	15,600	1,742	15,600
110-43120-85240	RENTAL - MACH & EQUIP	3,148	1,767	3,500	112	3,500
110-43120-88930	EQUIPMENT REPLACEMENT FUND	190,000	202,000	235,000	156,680	245,000
110-43120-89520	VEHICLES	56,865	0	0	0	0
110-43120-89530	EQUIPMENT	12,890	11,527	22,000	1,029	35,290
Total Expenditures		2,975,483	3,110,534	3,623,445	1,967,523	3,633,870

DEPT 43150: STORM DRAINAGE

110-43150-89440	SUBDIVISION IMPROVEMENTS	20,599	10,442	50,000	48,943	70,000
Total Expenditures		20,599	10,442	50,000	48,943	70,000

DEPT 43160: STREET LIGHTING

110-43160-82410	ELECTRIC	372,517	386,266	400,000	264,306	405,000
Total Expenditures		372,517	386,266	400,000	264,306	405,000

DEPT 43165: TRAFFIC SIGNALIZATION

110-43165-81110	SALARIES	93,721	97,873	102,335	61,257	100,110
110-43165-81120	SALARIES - OVERTIME	11,408	13,008	8,475	11,486	8,475
110-43165-81130	LONGEVITY PAY	600	640	680	680	720
110-43165-81145	COMMUNICATION ALLOWANCE	720	720	720	480	720
110-43165-81410	FICA (EMPLOYER'S SHARE	8,146	8,402	8,620	5,407	8,415
110-43165-81420	HEALTH INSURANCE	21,400	22,470	22,470	14,978	22,470
110-43165-81422	LIFE INSURANCE	192	272	410	252	490
110-43165-81425	RETIREMENT - HEALTH/LIFE	3,624	6,996	8,240	5,392	8,230
110-43165-81430	RETIREMENT - TCRS	14,681	15,482	13,430	9,062	13,115
110-43165-82410	ELECTRIC	17,114	18,758	17,000	11,712	17,000
110-43165-82450	COMMUNICATIONS	13,398	16,675	18,000	10,789	18,000
110-43165-82570	TRAFFIC ENG SERVICES	8,911	13,380	25,000	14,852	20,000
110-43165-82605	R/M - OFC MACH & EQUIP	365	560	500	317	500
110-43165-82610	R/M - MOTOR VEHICLES	875	1,899	2,500	980	2,500
110-43165-82620	R/M - MACH & EQUIPMENT	26,325	8,439	18,300	20,369	25,000
110-43165-82641	CONTRACT SIGNAL MAINTENANCE	36,818	25,893	36,000	3,661	32,000
110-43165-82810	MBRSHIPS & REGISTRATIONS	2,786	680	2,000	0	2,000
110-43165-82820	CONFERENCES & SCHOOLS	1,757	607	4,000	0	4,000
110-43165-83100	OFFICE SUPPLIES/MATERIALS	0	0	200	0	200
110-43165-83290	OTHER OPERATING SUPPLIES	28,555	34,139	24,000	22,477	26,000

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110-43165-83310	FUEL	3,886	4,303	4,100	2,169	3,000
110-43165-83530	EQUIPMENT - N/C	9,997	15,562	12,000	8,820	13,100
110-43165-85110	INS ON PROPERTY	15,143	14,290	16,000	13,767	16,000
110-43165-85240	RENTAL - EXPENSE	0	170	2,500	385	2,500
110-43165-88930	EQUIPMENT REPLACEMENT FUND	14,000	14,000	15,000	10,000	15,000
110-43165-89530	EQUIPMENT	7,170	7,335	12,500	12,998	12,500
Total Expenditures		341,591	342,555	374,980	242,289	372,045

DEPT 43170: SERVICE CENTER

110-43170-81110	SALARIES	70,240	73,097	76,400	48,561	76,625
110-43170-81120	SALARIES - OVERTIME	246	280	1,130	562	1,130
110-43170-81130	LONGEVITY PAY	360	400	440	440	480
110-43170-81410	FICA (EMPLOYER'S SHARE)	5,276	5,185	5,970	3,377	5,985
110-43170-81420	HEALTH INSURANCE	21,400	22,470	22,470	14,978	22,470
110-43170-81422	LIFE INSURANCE	384	408	410	286	490
110-43170-81425	RETIREMENT - HEALTH/LIFE	4,908	6,996	8,240	5,392	8,230
110-43170-81430	RETIREMENT - TCRS	9,852	10,269	9,365	6,119	9,390
110-43170-82330	PERIODICAL SUBSCRIPTIONS	560	516	550	362	550
110-43170-82410	ELECTRIC	33,038	35,303	34,000	23,370	35,000
110-43170-82420	WATER	7,373	12,715	10,000	10,942	12,000
110-43170-82430	SEWER	5,788	8,231	5,500	5,528	8,000
110-43170-82440	NATURAL/PROPANE GAS	9,792	8,613	9,500	5,037	9,500
110-43170-82599	OTHER PROF SRVCS	3,452	3,515	7,000	1,684	7,000
110-43170-82605	R/M - OFFICE MACH & EQUIPMENT	11,786	12,751	15,000	9,906	15,000
110-43170-82645	STORM WATER DRAINAGE	1,549	1,562	1,550	904	1,550
110-43170-82650	GROUND MAINT CONTRACT	17,421	17,016	16,000	9,332	18,000
110-43170-82660	R/M - BUILDINGS	62,141	85,938	72,800	37,047	77,000
110-43170-82662	R/M - TRASH REMOVAL	4,122	4,341	4,200	2,971	4,300
110-43170-82670	R/M - PLUMBING & HVAC	10,966	7,380	7,000	7,281	9,000
110-43170-83100	OFFICE SUPPLIES/MATERIALS	5,595	4,520	6,000	4,465	6,000
110-43170-83215	HOUSEHOLD/JANITORIAL SUPPLIES	12,284	15,038	10,000	8,182	10,000
110-43170-83290	OTHER OPER SUPPLIES	3,297	1,982	2,500	1,337	2,500
110-43170-83530	EQUIPMENT - N/C	0	857	5,000	1,734	5,000
110-43170-85110	INS ON BLDGS	7,141	6,708	7,200	6,084	7,200
Total Expenditures		308,972	346,091	338,225	215,882	352,400

DEPT 43800: ENGINEERING

110-43800-81110	SALARIES	449,723	514,244	565,870	404,045	539,275
110-43800-81120	SALARIES - OVERTIME	0	32	0	215	0
110-43800-81130	LONGEVITY PAY	3,120	3,280	2,720	2,720	1,840
110-43800-81145	COMMUNICATION ALLOWANCE	2,940	3,450	3,360	2,360	3,600
110-43800-81410	FICA (EMPLOYER'S SHARE)	34,012	38,588	43,775	29,992	41,085
110-43800-81420	HEALTH INSURANCE	42,795	56,170	61,520	41,012	56,170
110-43800-81422	LIFE INSURANCE	661	969	1,120	748	1,225
110-43800-81425	RETIREMENT - HEALTH/LIFE	24,060	13,992	24,725	13,488	20,575
110-43800-81430	RETIREMENT - TCRS	62,426	71,883	68,245	40,140	49,115
110-43800-81436	RETIREMENT - HYBRID BASE	0	0	0	442	2,190
110-43800-81437	RETIREMENT - HYBRID STABILIZATION	0	0	0	439	3,085
110-43800-81442	EMPLOYER HYBRID DC 401	0	0	0	1,134	6,590
110-43800-81481	CLOTHING & UNIFORMS	80	546	500	164	500

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110-43800-82541	CIVIL ENG SRVCS	22,525	4,054	17,500	4,000	17,500
110-43800-82560	GEOTECH/INSP SRVCS	0	0	5,000	0	5,000
110-43800-82605	R/M - OFC MACH & EQUIP	1,133	857	1,100	758	1,200
110-43800-82610	R/M - MOTOR VEHICLES	2,247	2,712	2,500	1,372	2,800
110-43800-82620	R/M - MACH & EQUIPMENT	1,012	788	1,800	179	1,800
110-43800-82645	STORM WATER COMPLIANCE	30,499	23,391	31,350	4,832	31,560
110-43800-82810	MBRSHIPS & REGISTRATIONS	4,827	7,151	7,000	2,206	6,900
110-43800-82820	TRAVEL	408	1,404	3,500	1,014	3,500
110-43800-83290	OTHER OPER SUPPLIES	2,236	3,512	3,000	1,911	3,000
110-43800-83310	FUEL	4,389	5,323	6,000	2,911	4,000
110-43800-83530	EQUIPMENT - N/C	59	690	2,000	0	2,000
110-43800-83540	COMPUTER HARDWARE - N/C	251	3,020	500	1,538	5,000
110-43800-83550	COMPUTER SOFTWARE-N/C	0	0	0	568	0
110-43800-89520	VEHICLES	26,568	28,727	0	0	0
Total Expenditures		715,972	784,785	853,085	558,188	809,510

DEPT 44100: PUBLIC HEALTH

110-44100-82592	CO HEALTH DEPT CONTRACT	15,000	15,000	15,000	7,500	15,000
110-44100-82595	CO ANIMAL CONTROL CONTRACT	59,054	62,876	73,455	73,454	75,425
Total Expenditures		74,054	77,876	88,455	80,954	90,425

DEPT 44400: PARKS & RECREATION

110-44400-81110	SALARIES	700,846	730,915	779,295	493,628	778,460
110-44400-81111	SALARIES - PART TIME	98,280	121,875	142,000	86,774	142,000
110-44400-81120	SALARIES - OVERTIME	15,634	11,574	16,955	2,657	16,955
110-44400-81130	LONGEVITY PAY	5,840	6,400	6,800	6,800	7,400
110-44400-81145	COMMUNICATION ALLOWANCE	2,160	2,160	2,160	1,440	2,160
110-44400-81410	FICA (EMPLOYER'S SHARE)	61,792	64,355	73,040	43,320	72,605
110-44400-81420	HEALTH INSURANCE	171,190	179,745	179,745	119,829	179,745
110-44400-81422	LIFE INSURANCE	3,230	3,281	3,265	2,285	3,920
110-44400-81425	RETIREMENT - HEALTH/LIFE	35,796	55,968	65,940	43,160	65,835
110-44400-81430	RETIREMENT - TCRS	94,104	102,192	96,495	62,163	96,080
110-44400-81436	RETIREMENT - HYBRID BASE	0	0	0	0	35
110-44400-81437	RETIREMENT - HYBRID STABILIZATION	0	0	0	0	50
110-44400-81442	EMPLOYER HYBRID DC 401	0	0	0	0	110
110-44400-81470	WORKER'S COMPENSATION	14,400	14,400	14,400	7,946	15,765
110-44400-81481	CLOTHING & UNIFORMS	12,831	13,605	14,000	9,102	14,000
110-44400-82210	PRINTING,STATIONERY,ENVELOPES	541	809	2,000	405	2,000
110-44400-82310	ADVERTISING/LEGAL NOTICES	282	0	0	0	0
110-44400-82410	ELECTRIC	93,922	89,383	100,000	60,111	100,000
110-44400-82420	WATER	101,136	110,724	150,000	90,077	140,000
110-44400-82430	SEWER	3,759	4,056	5,000	3,217	5,000
110-44400-82440	NATURAL/PROPANE GAS	541	543	600	363	600
110-44400-82450	COMMUNICATIONS	1,047	138	500	73	500
110-44400-82540	ARCH ENG & LANDSCAPING	2,384	0	1,000	0	1,000
110-44400-82605	R/M - OFC MACH & EQUIP	1,251	851	1,000	732	1,000
110-44400-82610	R/M - MOTOR VEHICLES	22,806	22,449	25,000	24,280	25,000
110-44400-82620	R/M - MACH & EQUIPMENT	23,578	24,537	33,065	13,712	33,065
110-44400-82625	TIRES TUBES ETC	5,311	5,023	6,000	2,312	6,000
110-44400-82650	R/M - GROUNDS	244,059	265,222	275,000	158,156	313,525
110-44400-82652	LANDSCAPING SUPPLIES	18,009	5,409	22,000	8,849	22,000
110-44400-82653	R/M - IRRIGATION	7,273	8,992	9,000	6,664	9,000

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110-44400-82660	R/M - FACILITIES	122,700	123,757	145,000	60,777	145,000
110-44400-82675	R/M - SPORTS FIELDS	24,719	18,479	35,000	8,401	35,000
110-44400-82676	FERTILIZATION PROGRAM	32,491	26,066	37,000	15,895	37,000
110-44400-82810	MBRSHIPS & REGISTRATIONS	6,989	3,648	6,000	3,694	6,000
110-44400-82820	TRAVEL - CONF & SCHOOLS	0	0	5,000	1,661	5,000
110-44400-83100	OFFICE SUPPLIES/MATERIALS	964	328	1,000	142	1,000
110-44400-83215	HOUSEHOLD/JANITORIAL SUPPLIES	15,269	19,232	20,000	11,993	21,000
110-44400-83220	REC PROGRAM SUPPLIES	11,191	14,517	12,000	531	12,000
110-44400-83290	OTHER OPER SUPPLIES	10,318	11,753	13,000	3,959	13,000
110-44400-83299	SUNDRY	395	122	1,000	39	1,000
110-44400-83310	FUEL	46,525	44,671	52,000	29,979	38,000
110-44400-83530	EQUIPMENT N/C	0	3,985	0	0	0
110-44400-85110	INS ON BLDGS	9,316	9,034	9,500	8,343	9,500
110-44400-85120	INS - VEH & EQUIP	764	756	1,000	661	1,000
110-44400-85130	INS - LIABILITY	12,613	16,008	22,000	0	22,000
110-44400-85240	RENTAL - EQUIPMENT	3,461	5,868	3,500	0	3,500
110-44400-87135	PROGRAM CONTRIBUTIONS	87,000	102,000	102,000	102,000	102,000
110-44400-87140	TREE BOARD	2,935	2,435	3,000	1,481	3,000
110-44400-88930	EQUIPMENT REPLACEMENT FUND	10,000	10,000	29,000	19,320	30,000
110-44400-89520	VEHICLES	28,253	28,727	33,000	0	33,000
110-44400-89530	EQUIPMENT	46,522	28,749	60,500	56,209	24,500
Total Expenditures		2,214,428	2,314,739	2,614,760	1,573,143	2,596,310

DEPT 44800: PUBLIC LIBRARY

110-44800-81110	SALARIES	596,823	599,253	632,580	401,215	626,290
110-44800-81111	SALARIES - PART TIME	455,372	487,080	454,025	330,737	454,025
110-44800-81120	SALARIES - OVERTIME	171	0	1,165	0	1,165
110-44800-81130	LONGEVITY PAY	4,520	4,600	5,040	5,040	5,120
110-44800-81145	COMMUNICATION ALLOWANCE	720	720	720	480	720
110-44800-81410	FICA (EMPLOYER'S SHARE)	79,953	82,531	83,680	55,683	83,340
110-44800-81420	HEALTH INSURANCE	128,390	134,810	134,810	89,874	134,810
110-44800-81422	LIFE INSURANCE	2,304	2,261	2,450	1,714	2,940
110-44800-81425	RETIREMENT - HEALTH/LIFE	36,876	41,976	49,450	32,368	49,375
110-44800-81430	RETIREMENT - TCRS	82,439	83,550	76,690	47,337	70,935
110-44800-81436	RETIREMENT - HYBRID BASE	0	0	0	289	690
110-44800-81437	RETIREMENT - HYBRID STABILIZATION	0	0	0	308	970
110-44800-81442	EMPLOYER HYBRID DC 401	0	0	0	792	2,070
110-44800-82110	POSTAGE & METER RENTAL	4,705	10,896	12,000	7,314	13,000
110-44800-82210	PRINTING,STATIONERY,ENVELOPES	4,292	3,872	3,000	1,334	3,000
110-44800-82220	BOOKS, CATALOGUES, BROCHURES	164,742	148,636	192,000	84,310	174,265
110-44800-82221	E-BOOKS	40,679	38,394	55,000	28,608	60,500
110-44800-82225	AUDIO VISUALS	60,182	68,100	88,250	37,913	91,550
110-44800-82330	PERIODICAL SUBSCRIPTIONS	10,965	12,711	13,860	11,470	14,555
110-44800-82331	ONLINE SERVICES AND RESOURCES	131,676	132,011	133,185	126,469	126,995
110-44800-82410	ELECTRIC	107,337	94,343	115,000	64,309	110,000
110-44800-82420	WATER	9,771	12,074	13,050	9,355	13,000
110-44800-82430	SEWER	2,450	2,451	2,500	1,884	2,800
110-44800-82440	NATURAL/PROPANE GAS	26,410	24,408	20,000	17,813	22,000
110-44800-82450	COMMUNICATIONS	9,473	8,813	11,560	5,182	10,000
110-44800-82599	OTHER PROF SRVCS	54,827	61,992	56,350	34,514	60,800
110-44800-82605	R/M - OFFICE MACH & EQUIPMENT	67,822	91,130	94,650	84,006	93,135
110-44800-82620	R/M - MACH & EQUIPMENT	2,106	2,822	5,000	2,292	0

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110-44800-82650	R/M - GROUNDS	31,494	33,973	36,240	27,633	36,000
110-44800-82660	R/M - BUILDINGS	220,052	267,204	222,370	178,738	237,875
110-44800-82670	R/M - PLUMBING & HVAC	11,237	44,825	20,200	22,473	25,000
110-44800-82810	MBRSHIPS & REGISTRATIONS	2,590	1,672	3,000	396	3,000
110-44800-82820	TRAVEL - CONF & SCHOOLS	440	108	2,500	337	2,500
110-44800-82825	GRANT EXPENSE	0	0	2,500	0	2,500
110-44800-83100	OFFICE SUPPLIES/MATERIALS	27,217	26,253	27,000	15,745	21,500
110-44800-83250	PROGRAMS	7,216	6,148	13,000	2,480	8,000
110-44800-83260	LIBRARY PROGRAMS	17,720	19,207	10,000	13,964	15,000
110-44800-83290	OTHER OPERATING SUPPLIES	942	479	250	2,358	250
110-44800-83299	SUNDRY	9,980	7,815	9,500	7,577	9,500
110-44800-83530	EQUIPMENT - N/C	166	1,644	0	0	0
110-44800-83535	OFFICE EQUIPMENT - N/C	824	0	0	0	0
110-44800-83540	COMPUTER HARDWARE - N/C	8,829	6,746	10,000	3,333	13,400
110-44800-83550	COMPUTER SOFTWARE-N/C	17,748	17,754	16,325	3,559	41,040
110-44800-83560	MISC TECHNOLOGY - N/C	0	0	2,500	0	2,500
110-44800-85110	INS ON BLDGS	20,171	18,885	22,000	16,965	22,000
110-44800-85130	INS - LIABILITY	3,752	4,169	5,000	477	5,000
110-44800-89565	FURNITURE AND FIXTURES	0	12,314	0	0	0
Total Expenditures		2,465,383	2,618,632	2,658,400	1,778,644	2,673,115

DEPT 44900: EDUCATION

110-44900-87710	UNALLOCATED	0	0	0	0	244,400
110-44900-87720	BRENTWOOD HIGH SCHOOL	60,000	62,400	62,400	62,400	0
110-44900-87721	BRENTWOOD MIDDLE SCHOOL	15,000	15,600	15,600	15,600	0
110-44900-87722	CROCKETT ELEMENTARY SCHOOL	10,000	10,400	10,400	10,400	0
110-44900-87723	LIPSCOMB ELEMENTARY SCHOOL	10,000	10,400	10,400	10,400	0
110-44900-87724	SCALES ELEMENTARY SCHOOL	10,000	10,400	10,400	10,400	0
110-44900-87725	WOODLAND MIDDLE SCHOOL	15,000	15,600	15,600	15,600	0
110-44900-87726	EDMONDSON ELEMENTARY SCHOOL	10,000	10,400	10,400	10,400	0
110-44900-87727	KENROSE ELEMENTARY SCHOOL	10,000	10,400	10,400	10,400	0
110-44900-87728	RAVENWOOD HIGH SCHOOL	60,000	62,400	62,400	62,400	0
110-44900-87729	SUNSET ELEMENTARY SCHOOL	10,000	5,100	10,400	5,000	0
110-44900-87730	SUNSET MIDDLE SCHOOL	15,000	15,600	15,600	15,600	0
110-44900-87731	JORDAN ELEMENTARY SCHOOL	0	10,400	10,400	10,400	0
Total Expenditures		225,000	239,100	244,400	239,000	244,400

DEPT 45000: ECONOMIC DEVELOPMENT

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

DEPT 47000: HISTORIC SITES - COOL SPRINGS

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110-47000-82310	ADVERTISING/LEGAL NOTICES	239	495	2,000	319	2,000
110-47000-82410	ELECTRIC	2,324	2,363	3,500	1,712	2,500
110-47000-82420	WATER	146	149	300	101	300
110-47000-82440	NATURAL GAS	2,237	2,188	3,000	1,518	3,000
110-47000-82450	COMMUNICATIONS	2,252	2,638	2,500	1,567	2,750
110-47000-82599	OTHER PROF SRVCS	2,200	370	500	0	500
110-47000-82649	COOL SPRINGS HOUSE CLEANING FEE	8,955	18,557	18,000	7,100	19,000

CITY OF BRENTWOOD
FY 2021 Budget Worksheets

Account Number	Account Name	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 8 Months	FY 2021 Budget
110-47000-82650	R/M - GROUNDS	9,512	7,783	12,640	4,470	12,140
110-47000-82660	R/M - BUILDINGS	22,578	17,596	27,200	13,630	10,000
110-47000-82665	R/M - BOILING SPRING ACADEMY	252	542	0	340	600
110-47000-83290	OTHER OPERATING SUPPLIES	192	476	500	267	700
110-47000-83565	FURNITURE AND FIXTURES N/C	5,309	3,077	3,000	1,305	3,000
110-47000-85110	INS ON BLDGS	1,034	971	1,100	853	1,100
Total Expenditures		57,231	57,205	74,240	33,182	57,590

DEPT 47010: HISTORIC SITES - RAVENSWOOD

110-47010-81111	SALARIES - PART TIME	5,114	15,676	30,380	17,973	36,740
110-47010-81410	FICA (EMPLOYER'S SHARE)	391	1,199	2,430	1,375	2,835
110-47010-82310	ADVERTISING/LEGAL NOTICES	16,072	7,315	10,000	3,720	8,000
110-47010-82410	ELECTRIC	7,657	8,324	10,000	6,823	10,000
110-47010-82420	WATER	3,133	3,312	5,500	2,404	5,500
110-47010-82430	SEWER	366	365	450	138	400
110-47010-82450	COMMUNICATIONS	955	670	1,300	420	1,300
110-47010-82599	OTHER PROF SRVCS	1,636	1,143	3,000	2,067	3,000
110-47010-82649	RAVENSWOOD HOUSE CLEANING	7,182	16,322	18,000	7,026	18,000
110-47010-82650	R/M GROUNDS	20,356	25,404	29,015	9,466	22,625
110-47010-82660	R/M - BUILDINGS	21,490	15,269	21,950	11,588	32,450
110-47010-83290	OTHER OPERATING SUPPLIES	2,290	1,919	5,000	2,495	5,000
110-47010-83565	FURNITURE AND FIXTURES N/C	5,691	2,944	3,000	1,971	3,000
110-47010-85110	INS ON BLDGS	1,826	1,843	2,000	1,621	2,000
Total Expenditures		94,160	101,706	142,025	69,086	150,850

Total Expenditures - Historic Sites

151,392	158,910	216,265	102,268	208,440
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TOTAL EXPENDITURES - GENERAL FUND

31,581,320	33,275,062	35,485,725	22,448,286	35,813,955
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DEPT 52000: TRANSFERS

110-52000-88010	TRANSFER - D S FUND	2,950,000	3,100,000	3,250,000	3,250,000	3,350,000
110-52000-88030	TRANSFER - M C FUND	670,000	685,000	685,000	685,000	695,000
110-52000-88040	TRANSFER - ECD FUND	484,700	484,700	484,700	484,700	484,700
110-52000-88041	TRANSFER-ER FUND	45,000	190,000	0	0	0
110-52000-88060	TRANSFER-RETIREE BENEFITS FUND	0	0	0	0	25,000
110-52000-88080	TRANSFER - C P FUND	8,005,000	5,360,000	0	0	0
110-52000-88081	FUND BALANCE TRANSFER-CP FUND	0	1,500,000	0	0	5,000,000
110-52000-88085	TRANSFER-FACILITY MAINT FUND	200,000	350,000	350,000	350,000	350,000
Total Expenditures		12,354,700	11,669,700	4,769,700	4,769,700	9,904,700

FUND 121: STATE STREET AID FUND

Revenues

121-00000-33551	STATE GAS/MOTOR FUEL TAX	1,364,811	1,541,329	1,625,000	964,785	1,405,000
121-00000-36100	INTEREST EARNINGS	15,074	23,942	10,000	14,770	500
Total Revenues		1,379,885	1,565,271	1,635,000	979,554	1,405,500

Expenditures

121-43120-82640	R/M - ROADS & STREETS	1,001,494	675,923	2,740,000	564,076	1,135,000
Total Expenditures		1,001,494	675,923	2,740,000	564,076	1,135,000

CITY OF BRENTWOOD
FY 2021 Budget Worksheets

Account Number	Account Name	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 8 Months	FY 2021 Budget
FUND 123: PUBLIC WORKS PROJECT FUND						
Revenues						
123-00000-36100	INTEREST EARNINGS	63,007	53,718	30,000	3,555	150
123-00000-36695	PW PROJECT FEES	851,067	641,973	465,250	492,713	610,000
Total Revenues		914,074	695,691	495,250	496,268	610,150
Expenditures						
123-43120-88080	TRANSFER - C P FUND	600,000	2,000,000	2,750,000	2,750,000	500,000
Total Expenditures		600,000	2,000,000	2,750,000	2,750,000	500,000
FUND 124: ADEQUATE FACILITIES TAX FUND						
Revenues						
124-00000-31860	ADEQUATE SCHOOL FACILITIES TAX	586,041	483,726	450,000	363,268	450,000
124-00000-36100	INTEREST EARNINGS	6,358	18,869	10,000	13,517	500
Total Revenues		592,399	502,595	460,000	376,784	450,500
Expenditures						
124-44400-87160	WILLIAMSON CO SCHOOLS CONTRIBUTION	400,000	0	0	0	0
124-44400-88080	TRANSFER - C P FUND	0	0	0	0	1,450,000
Total Expenditures		400,000	0	0	0	1,450,000
FUND 125: E-CITATION FUND						
Revenues						
125-00000-35145	E-CITATION FEES (SPECIAL REVENUE)	0	0	0	0	4,500
Total Revenues		0	0	0	0	4,500
Expenditures						
125-42100-83560	MISCELLANEOUS TECHNOLOGY	0	0	0	0	0
Total Expenditures		0	0	0	0	0
FUND 126: DRUG FUND						
Revenues						
126-00000-35140	DRUG RELATED FINES	16,738	97,820	20,000	11,537	20,000
126-00000-35170	FEDERAL FORFEITED PROPERTY	5,219	0	0	0	0
126-00000-36100	INTEREST EARNINGS	7,629	10,347	8,000	5,116	50
126-00000-36700	CONTRIBUTION - DRUG FUND	4,700	1,500	0	1,150	0
Total Revenues		34,286	109,667	28,000	17,803	20,050
Expenditures						
126-42100-83299	SUNDRY	13,740	24,478	20,000	36,252	20,000
126-42110-89560	MISC TECHNOLOGY	143,989	0	0	0	0
Total Expenditures		157,729	24,478	20,000	36,252	20,000
FUND 127: POST EMPLOYMENT BENEFITS FUND						
Revenues						
127-00000-36100	INTEREST EARNINGS	15,625	23,869	20,000	12,342	500

CITY OF BRENTWOOD
FY 2021 Budget Worksheets

Account Number	Account Name	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 8 Months	FY 2021 Budget
127-00000-37813	RETIREE LEAVE PAYOUT TRANSFER - GF	50,000	50,000	25,000	25,000	25,000
Total Revenues		65,625	73,869	45,000	37,342	25,500

Expenditures

127-52000-88070	RETIREE LEAVE PAYOUT TRANSFER - GF	92,045	50,000	0	0	0
Total Expenditures		92,045	50,000	0	0	0

FUND 211: DEBT SERVICE FUND

Revenues

211-00000-36100	INTEREST EARNINGS	49,829	82,093	85,000	49,178	2,000
211-00000-36929	2017A GO REF BOND PROCEEDS	2,040,000	0	0	0	0
211-00000-36935	OTHER FINANCING SOURCES - BOND PREMIUM	137,627	0	0	0	0
211-00000-37810	OPER TRANSFER FROM GENERAL FD	2,950,000	3,100,000	3,250,000	3,250,000	3,350,000
Total Revenues		5,177,456	3,182,093	3,335,000	3,299,178	3,352,000

Expenditures

211-49000-86119	PRIN - 2007 GO BONDS	235,000	0	0	0	0
211-49000-86120	PRIN - 2009 GO BONDS	210,000	220,000	230,000	230,000	0
211-49000-86122	PRIN - 2011 GO BONDS	205,000	215,000	220,000	220,000	225,000
211-49000-86123	PRIN - 2011 GO REFUNDING	550,000	580,000	590,000	590,000	190,000
211-49000-86124	PRIN - 2012 GO REFUNDING	285,000	295,000	300,000	300,000	305,000
211-49000-86125	PRIN - 2013 GO BONDS	205,000	210,000	215,000	215,000	220,000
211-49000-86126	PRIN - 2013 GO REFUNDING	345,000	0	0	0	0
211-49000-86127	PRIN - 2016 GO REFUNDING	30,000	30,000	30,000	30,000	265,000
211-49000-86128	PRIN - 2017 GO REF BONDS	20,000	270,000	280,000	280,000	285,000
211-49000-86219	INT - 2007 GO BOND	14,418	0	0	0	0
211-49000-86220	INT - 2009 GO BOND	25,988	19,688	10,065	10,063	0
211-49000-86221	INT - 2011 GO BOND	103,109	45,975	39,450	39,450	32,775
211-49000-86222	INT - 2011 GO REFUNDING BOND	67,813	50,863	33,315	33,313	22,565
211-49000-86223	INT - 2012 GO REFUNDING BOND	53,450	47,650	41,700	41,700	35,650
211-49000-86224	INT - 2013 GO BOND	126,863	120,638	114,265	114,263	108,840
211-49000-86226	INT - 2013 GO REF BOND	5,175	0	0	0	0
211-49000-86228	INT - 2016 GO REF BOND	59,800	59,200	58,600	58,600	58,000
211-49000-86229	INT - 2017 GO REF BONDS	36,786	59,018	52,170	52,168	46,520
211-49000-86230	INT - 2017A GO REF BONDS	39,134	63,300	63,300	63,300	63,300
211-49000-86231	INT - 2019 GO BONDS	0	0	354,695	202,265	452,270
211-49000-86301	PYMTS TO REF BOND ESCROW AGENT	2,155,080	0	0	0	0
211-49000-86401	BOND SALE EXPENSE	24,547	0	0	0	0
211-49000-86402	BANK SERVICE CHARGES	4,937	5,180	6,000	4,674	6,000
211-49000-86601	PRIN - 2018 A CON	0	122,000	125,000	125,000	130,000
211-49000-86602	PRIN - 2018 B CON	0	122,000	125,000	125,000	130,000
211-49000-86701	INT - 2018 A CON	0	58,275	52,750	52,747	48,700
211-49000-86702	INT - 2018 B CON	0	53,550	52,750	52,747	48,695
Total Expenditures		4,802,097	2,647,335	2,994,060	2,840,288	2,673,315

FUND 310: EQUIPMENT REPLACEMENT FUND

Revenues

310-00000-36100	INTEREST EARNINGS	77,466	113,397	70,000	62,875	2,500
310-00000-36330	SALE OF EQUIPMENT	21,251	25,194	20,000	7,226	25,000
310-00000-36335	INSURANCE CLAIM REIMBURSEMENT	0	25,908	0	0	0

CITY OF BRENTWOOD
FY 2021 Budget Worksheets

Account Number	Account Name	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 8 Months	FY 2021 Budget
310-00000-37810	GF OPER TRANSFER - FIRE AND RESCUE	329,000	382,000	391,000	391,000	401,500
310-00000-37815	GF OPER TRANSFER - PW	235,000	247,000	235,000	235,000	245,000
310-00000-37820	GF OPER TRANSFER - PARKS/REC	10,000	10,000	29,000	29,000	30,000
310-00000-37825	GF OPER TRANSFER - POLICE	411,000	668,000	545,000	545,000	583,000
310-00000-37826	GF OPER TRANSFER - TECH	513,000	526,000	555,000	555,000	570,000
310-00000-37827	GF OPER TRANSFER - TRAFFIC SIGNALIZATION	14,000	14,000	15,000	15,000	15,000
Total Revenues		1,610,717	2,011,500	1,860,000	1,840,101	1,872,000

Expenditures

310-41640-83540	COMPUTER HARDWARE -N/C	48,228	119,592	225,000	63,077	362,000
310-41640-83550	COMPUTER SOFTWARE-N/C	0	12,532	0	25,770	0
310-41640-89540	COMPUTER HARDWARE	361,185	192,985	315,000	203,855	208,000
310-41640-89550	SOFTWARE	0	0	60,000	0	50,000
310-42100-89520	VEHICLES/EQUIP - POLICE	319,756	329,667	500,000	455,873	340,000
310-42200-89520	VEHICLES/EQUIP - FIRE AND RESCUE	0	899,943	0	35,916	160,000
310-43120-89520	VEHICLES/EQUIP - PW	406,705	235,715	190,000	0	380,000
310-44400-89520	VEHICLES/EQUIP - PARKS/REC	0	0	0	0	50,000
Total Expenditures		1,135,873	1,790,433	1,290,000	784,491	1,550,000

FUND 311 - CAPITAL PROJECTS FUND

Revenues - Intergovernmental

311-00000-33445	FEDERAL/STATE/LOCAL SOURCES	299,276	2,500	1,250,000	0	1,590,000
Total Revenues - Intergovernmental		299,276	2,500	1,250,000	0	1,590,000

Revenues - Uses of Money and Property

311-00000-36100	INTEREST EARNINGS	330,931	533,530	400,000	352,025	10,000
311-00000-36710	PRIVATE SOURCES	24,800	131,400	0	57,000	225,000
311-00000-36930	GO BOND PROCEEDS	0	0	13,000,000	14,445,000	0
311-00000-36931	CON PROCEEDS	3,500,000	0	0	0	0
311-00000-36935	OTHER FINANCING SOURCES - BOND PREMIUM	0	0	0	698,306	0
311-00000-37199	MISCELLANEOUS	(2,496)	337	0	0	0
311-00000-37830	OPER TRANSFER FROM PWP FD	600,000	2,000,000	2,750,000	2,750,000	500,000
311-00000-37840	OPER TRANSFER FROM GENERAL FD	6,605,000	5,360,000	0	0	0
311-00000-37845	OPER TRANSFER FROM ADEQUATE FACILITIES	0	0	0	0	1,450,000
311-00000-37850	FUND BALANCE TRANSFER-GF	1,400,000	1,500,000	0	0	5,000,000
Total Revenues - Uses of Money and Property		12,458,235	9,525,267	16,150,000	18,302,331	7,185,000

TOTAL REVENUES

12,757,511	9,527,767	17,400,000	18,302,331	8,775,000
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DEPT 43100: TRANSPORTATION

311-43100...1000	STREET RESURFACING	300,000	300,000	0	0	465,000
311-43100...1001	BIKEWAY IMPROVEMENTS	133,802	197,557	1,090,000	636,446	850,000
311-43100...1006	SIDEWALKS	2,700	0	0	0	0
311-43100...1007	TRAFFIC SIGNAL UPGRADES	316,166	227,482	400,000	93,416	135,000
311-43100...1010	MURRAY LANE - GW/WEST	0	0	0	0	500,000
311-43100...1016	FRANKLIN RD (SOUTH)	160,229	8,823	650,000	11,771	640,000
311-43100...1021	CONCORD RD (WEST)	582	0	0	0	0
311-43100...1027	SUNSET ROAD (EAST)	4,648,333	1,239,380	200,000	0	200,000
311-43100...1033	MCEWEN DRIVE	3,691	0	0	0	3,200,000
311-43100...1042	CROCKETT ROAD	656,789	145,096	0	0	0
311-43100...1043	ADA RETROFIT	0	0	100,000	0	300,000

CITY OF BRENTWOOD
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Account Number	Account Name	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 8 Months	FY 2021 Budget
311-43100...1044	INTERSECTION SPLIT LOG AT RAGSDALE	150,993	228,252	0	0	0
311-43100...1051	SUNSET ROAD TO CONCORD	302,630	2,524,834	5,880,000	1,463,228	2,155,000
311-43100...1052	ROADWAY AND BRIDGE REPAIRS	0	33,886	285,000	309,439	0
311-43100...1053	INTERSECTION OF MURRAY LN HOLLY TREE GAP	0	0	0	4,165	0
Total Expenditures - Transportation		6,675,915	4,905,309	8,605,000	2,518,465	8,445,000
DEPT 43150: STORM DRAINAGE						
311-43150...2007	DERBY GLEN DRAINAGE	0	0	120,000	0	200,000
311-43150...2013	JOHNSON CHAPEL ROAD DRAINAGE	50,000	0	0	0	0
311-43150...2014	SHENANDOAH DRIVE	0	0	50,000	50,000	0
311-43150...2015	TIMBER RIDGE COURT	0	0	0	0	30,000
Total Expenditures - Storm Drainage		50,000	0	170,000	50,000	230,000
DEPT 44400: PARKS & RECREATION						
311-44400...3001	CROCKETT PARK	42,747	110,623	0	0	0
311-44400...3003	GRANNY WHITE PARK	0	0	0	0	75,000
311-44400...3008	DEERWOOD ARBORETUM	0	0	0	0	10,000
311-44400...3011	MARYLAND WAY PARK	0	8,900	130,000	17,400	120,000
311-44400...3013	FLAGPOLE (SOUTHWEST) PARK	9,690	0	0	0	0
311-44400...3015	MARCELLA VIVRETTE SMITH PARK	1,168,673	37,331	290,000	125,870	245,000
311-44400...3017	WILLIAMSON COUNTY SPORTS COMPLEX	0	1,500,000	0	0	0
311-44400...3018	WINDY HILL PARK	0	0	0	3,500	2,500,000
Total Expenditures - Parks & Recreation		1,221,110	1,656,855	420,000	146,770	2,950,000
DEPT 45200: GENERAL FACILITIES AND EQUIPMENT						
311-45200...5002	LIBRARY	45,821	0	0	0	35,000
311-45200...5009	COMMUNITY PLANNING	0	30,225	15,000	16,525	0
311-45200...5014	SAFETY CENTER EAST	69,600	0	0	0	0
311-45200...5018	FIRE STATIONS	3,500	771,472	145,000	126,460	275,000
311-45200...5026	COMMUNITY IDENTITY FEATURES	0	0	45,000	0	60,000
311-45200...5027	EQUIPMENT	0	0	60,000	15,495	25,000
311-45200...5028	POLICE DEPARTMENT HEADQUARTERS	159,603	543,814	17,765,000	2,801,799	16,435,000
311-45200...5029	PARKS OPERATIONS FACILITY	18,718	12,063	0	0	0
Total Expenditures - General Facilities and Equipment		297,241	1,357,574	18,030,000	2,960,279	16,830,000
DEPT 45300: TECHNOLOGY						
311-45300...6004	RADIO SYSTEM UPGRADE	2,371,566	2,629,304	415,000	21,816	100,000
311-45300...6005	FIBER NETWORK EXPANSION	2,929	68,309	100,000	17,269	100,000
311-45300...6006	SPECIALIZED DEPARTMENT SOFTWARE	37,973	0	175,000	32,258	505,000
311-45300...6008	GEOG INFO SYSTEM	20,793	30,477	0	0	0
311-45300...6009	MOBILE DATA/GPS EQUIPMENT	0	53,050	75,000	52,473	0
311-45300...6010	DISASTER RECOVERY SYSTEM	0	20,204	0	0	0
311-45300...6015	COMPUTER AIDED DISPATCH SYSTEM (CAD)	8,559	0	145,000	0	145,000
311-45300...6016	SECURITY SYSTEM	0	121,754	625,000	0	225,000
Total Expenditures - Technology		2,441,820	2,923,098	1,535,000	123,816	1,075,000
DEPT 49000: DEBT SERVICE						
311-49000-86401	BOND SALE EXPENSE	0	0	0	98,649	0
311-49000-86405	OTHER FINANCING USE - BOND DISCOUNTS	0	0	0	40,085	0
Total Expenditures - Debt Service		0	0	0	138,734	0
TOTAL EXPENDITURES - CAPITAL PROJECTS FUND		10,686,086	10,842,836	28,760,000	5,938,064	29,530,000

CITY OF BRENTWOOD
FY 2021 Budget Worksheets

Account Number	Account Name	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 8 Months	FY 2021 Budget
FUND 312: FACILITIES MAINTENANCE FUND						
Revenues						
312-00000-33445	FEDERAL/STATE/LOCAL SOURCES	131,522	0	0	0	0
312-00000-36100	INTEREST EARNINGS	24,517	35,512	30,000	18,869	750
312-00000-37840	OPER TRANSFER FROM GENERAL FD	200,000	350,000	350,000	350,000	350,000
Total Revenues		356,039	385,512	380,000	368,869	350,750
Expenditures						
312-42200-89600	FIRE AND RESCUE	54,777	1,560	25,000	0	65,000
312-43120-89600	BIKEWAY MAINTENANCE	0	0	100,000	5,340	60,000
312-43170-89600	SERVICE CENTER	59,159	0	50,000	7,129	50,000
312-44400-89600	PARKS DEPT	6,353	102,328	195,000	128,561	330,000
312-44800-89600	LIBRARY DEPT	279,181	30,710	50,000	7,897	50,000
312-47010-89600	RAVENSWOOD MANSION	0	0	0	0	45,000
Total Expenditures		399,470	134,598	420,000	148,927	600,000
FUND 315: FUEL FUND						
Revenues						
315-00000-36100	INTEREST EARNINGS	12,246	16,527	15,000	8,309	250
315-00000-37823	GF OPER TRANSFER	311,960	319,362	327,100	217,370	280,325
315-00000-37824	WS OPER TRANSFER	41,731	44,508	50,000	28,088	35,000
Total Revenues		365,937	380,397	392,100	253,766	315,575
Expenditures						
315-41610-83311	UNLEADED FUEL	247,466	255,310	265,000	161,737	265,000
315-41610-83312	DIESEL FUEL	101,680	110,890	110,000	69,478	110,000
Total Expenditures		349,146	366,200	375,000	231,214	375,000
FUND 320: INSURANCE FUND						
DEPT 41900: HEALTH INSURANCE						
Revenues						
320-00000-36100	INTEREST EARNINGS	44,843	69,137	50,000	33,999	1,500
320-00000-37199	MISCELLANEOUS	11,105	18,415	0	0	0
320-00000-37860	HEALTH INSURANCE TRANSFER FROM - GF	2,487,590	2,665,275	2,682,120	1,832,840	2,682,120
320-00000-37861	HEALTH INSURANCE TRANSFER FROM - WS	278,180	294,895	294,895	196,595	294,895
320-00000-37862	HEALTH INSURANCE TRANSFER FROM - ECD	123,040	129,190	129,190	86,126	129,190
320-00000-37865	HEALTH INSURANCE EMPLOYEE CONTRIBUTIONS	584,511	624,298	605,680	410,583	605,680
320-00000-37870	STOP LOSS REIMBURSEMENT	88,677	107,037	0	134,929	0
320-00000-37875	BCBS RX REBATE	243,571	143,315	100,000	52,665	100,000
Total Revenues		3,861,517	4,051,563	3,861,885	2,747,738	3,813,385
Expenditures						
320-41900-81418	MEDICAL CLAIMS	2,435,583	2,556,942	3,100,000	1,607,580	3,150,000
320-41900-81419	HRA CLAIMS	389,383	479,747	450,000	237,467	425,000
320-41900-81420	HEALTH INSURANCE PREMIUMS	545,621	560,944	625,000	374,261	625,000
320-41900-81423	TRANSITIONAL REINSURANCE PROGRAM TAX	1,005	1,531	0	0	0
320-41900-82599	OTHER PROF SRVCS	112,482	113,995	115,000	69,978	115,000
Total Expenditures		3,484,074	3,713,158	4,290,000	2,289,286	4,315,000

CITY OF BRENTWOOD
FY 2021 Budget Worksheets

Account Number	Account Name	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 8 Months	FY 2021 Budget
DEPT 41905: WORKER'S COMP INSURANCE						
Revenues						
320-41905-37860	INSURANCE TRANSFER FROM - GF	216,900	216,900	216,900	144,600	241,900
320-41905-37861	INSURANCE TRANSFER FROM - WS	29,700	29,700	29,700	19,800	29,700
320-41905-37862	INSURANCE TRANSFER FROM - ECD	2,830	2,830	2,830	1,886	2,830
Total Revenues		249,430	249,430	249,430	166,286	274,430
Expenditures						
320-41905-81470	WORKER'S COMPENSATION	339,322	349,143	290,000	198,643	315,000
Total Expenditures		339,322	349,143	290,000	198,643	315,000
TOTAL INSURANCE FUND EXPENDITURES		3,823,396	4,062,301	4,580,000	2,487,929	4,630,000
FUND 412: WATER AND SEWER FUND						
Revenues						
412-00000-33445	FEDERAL/STATE/LOCAL SOURCES	0	274,390	0	0	0
412-00000-36330	SALE OF EQUIPMENT	16,280	0	5,000	7,494	5,000
412-00000-37110	WATER SALES-COMM IN CITY	2,209,001	2,276,779	2,328,335	1,788,460	2,397,850
412-00000-37120	WATER SALES-COMM OUT CITY	3,393	432	3,575	272	430
412-00000-37130	WATER SALES-RESID IN CITY	5,491,218	5,953,301	5,787,860	4,684,071	5,935,840
412-00000-37135	WATER SALES-RESID OUT CITY	2,320	3,386	2,445	2,123	3,375
412-00000-37140	WATER SALES-INST IN CITY	512,079	528,931	539,740	414,881	527,380
412-00000-37145	WATER SALES-INST OUT CITY	1,918	299	2,020	200	300
412-00000-37146	WATER PURCHASE SURCHARGE	1,714,487	1,779,265	1,807,105	1,372,048	1,774,045
412-00000-37150	CROSS CONNECTION DOMESTIC	229,075	241,258	236,500	252,313	248,500
412-00000-37155	CROSS CONNECTION FIRE	27,883	31,778	30,065	33,440	33,250
412-00000-37195	INSTALLATION CHARGES	26,365	62,140	15,000	18,972	15,000
412-00000-37196	WATER TAP FEES	532,000	356,400	380,000	300,000	330,000
412-00000-37197	N/CG UD AREA TAP FEES	7,000	0	380,000	0	0
412-00000-37199	MISCELLANEOUS	2,371	(291)	2,500	(1,224)	2,500
412-00000-37210	SEWER CHGS-COMM IN CITY	1,562,720	1,671,966	1,676,675	1,184,939	1,719,625
412-00000-37211	SEWER CHGS-COMM OUT CITY	15,677	15,843	16,820	11,375	16,295
412-00000-37212	SEWER CHGS-RES IN CITY	4,312,927	4,524,937	4,627,430	3,007,438	4,653,925
412-00000-37213	SEWER CHGS-RES OUT CITY	13,061	13,374	14,015	9,755	13,755
412-00000-37214	SEWER CHGS-INST IN CITY	306,390	310,507	328,735	182,046	319,360
412-00000-37215	SEWER CHGS-INST OUT CITY	70,501	2,808	75,640	(16,552)	2,890
412-00000-37216	SEWER CHGS-METRO TREATMENT SURCHG	869,490	920,124	932,895	614,148	946,355
412-00000-37220	SWR TAP INSPECTION FEES	25,440	1,555	2,750	1,185	2,750
412-00000-37291	FORFEITED DISC/PENALTIES	130,339	147,666	75,000	98,646	75,000
412-00000-37296	SEWER TAP FEES	1,565,515	622,239	460,000	580,674	370,000
412-00000-37297	GRINDER PUMP FEES	49,400	43,700	9,500	5,700	9,500
412-00000-37822	FIRE HYDRANT RENTAL	100,000	100,000	100,000	66,667	100,000
412-00000-37910	INTEREST EARNINGS	496,447	650,441	400,000	307,739	100,000
412-00000-39700	INSURANCE RECOVERY	0	0	0	67,088	0
Total Revenues		20,293,295	20,533,226	20,239,605	14,993,900	19,602,925
Expenses						
412-52310-81110	SALARIES	1,242,433	1,268,423	1,395,615	837,294	1,382,920
412-52310-81120	SALARIES - OVERTIME	99,281	84,077	107,400	56,295	107,400
412-52310-81130	LONGEVITY PAY	13,240	13,530	13,300	12,780	13,790

CITY OF BRENTWOOD
FY 2021 Budget Worksheets

Account Number	Account Name	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 8 Months	FY 2021 Budget
412-52310-81145	COMMUNICATION ALLOWANCE	5,040	5,040	5,040	3,360	5,040
412-52310-81195	SALARIES BILLED TO OTHERS	(256)	(6,856)	(10,000)	0	(10,000)
412-52310-81410	FICA (EMPLOYER'S SHARE)	121,075	121,798	116,815	67,460	115,450
412-52310-81420	HEALTH INSURANCE	278,180	296,299	294,895	196,595	294,895
412-52310-81421	DENTAL REIMBURSEMENT	7,016	8,291	7,750	4,014	7,750
412-52310-81422	LIFE INSURANCE	4,503	4,913	5,355	3,386	6,430
412-52310-81425	RETIREMENT - HEALTH/LIFE	83,184	90,950	108,180	70,136	108,010
412-52310-81430	RETIREMENT - TCRS	222,615	226,253	182,610	111,435	169,105
412-52310-81432	PENSION EXPENSE - GASB 68 COST	(140,688)	(152,264)	0	0	0
412-52310-81433	OPEB EXPENSE	(62,747)	19,581	0	0	0
412-52310-81436	RETIREMENT - HYBRID BASE	0	0	0	0	1,575
412-52310-81437	RETIREMENT - HYBRID STABILIZATION	0	0	0	0	2,220
412-52310-81441	SUPPLEMENTAL RETIREMENT - 401	27,650	30,067	23,385	20,567	31,055
412-52310-81442	EMPLOYER HYBRID DC 401	0	0	0	0	4,745
412-52310-81450	SICK LEAVE BUY-BACKS	7,416	1,232	1,700	2,453	1,700
412-52310-81455	ATTENDANCE BONUS PAY	1,400	1,250	1,500	0	1,500
412-52310-81456	ANNUAL LEAVE BUY-BACKS	8,122	1,118	8,000	2,269	8,000
412-52310-81470	WORKER'S COMPENSATION	29,700	29,700	29,700	17,346	32,345
412-52310-81481	CLOTHING & UNIFORMS	18,464	22,348	22,500	14,353	22,840
412-52310-82110	POSTAGE & BOX RENTAL	56,126	58,563	55,000	28,026	55,825
412-52310-82210	PRINTING,STATIONERY,ENVELOPES	25,506	26,583	25,000	13,548	25,375
412-52310-82410	ELECTRIC	364,308	379,981	400,000	267,210	406,000
412-52310-82420	WATER	975	887	1,500	849	1,500
412-52310-82421	WATER PURCHASED FOR RESALE	7,331,597	7,258,839	7,727,655	4,993,246	7,678,100
412-52310-82435	METRO SEWER TREATMENT	2,918,919	3,067,174	3,131,770	1,957,734	3,175,000
412-52310-82437	BACKFLOW PREVENTION TESTING	181,299	214,542	186,825	102,522	192,500
412-52310-82450	COMMUNICATIONS	7,393	9,648	6,000	6,636	6,000
412-52310-82520	LEGAL SERVICES	0	0	15,000	0	15,000
412-52310-82530	ACCTING & AUDITING SRVCS	20,000	20,600	22,500	22,500	22,500
412-52310-82540	ARCH ENG & LANDSCAPING	57,838	1,576	5,000	0	5,000
412-52310-82545	LABORATORY SERVICES	11,526	16,732	23,500	10,846	23,500
412-52310-82546	CAPACITY MGT. PROGRAM (CMOM)	16,860	0	0	0	325,000
412-52310-82599	OTHER PROF SRVCS	64,508	81,834	165,500	24,823	400,500
412-52310-82605	R/M - OFC MACH & EQUIP	5,751	6,114	6,000	5,184	6,090
412-52310-82610	R/M - MOTOR VEHICLES	21,311	30,796	21,000	22,699	24,400
412-52310-82620	R/M - MACH & EQUIPMENT	120,688	144,416	125,000	97,586	126,875
412-52310-82625	TIRES TUBES ETC	5,877	9,478	6,500	3,147	6,500
412-52310-82650	R/M - GROUNDS	0	0	0	6,475	0
412-52310-82660	R/M - BUILDINGS	0	0	2,500	349	2,500
412-52310-82682	REPAIR PARTS-SEWER LINES	0	0	0	1,043	45,000
412-52310-82683	METER REPAIR	3,767	1,682	25,500	1,670	10,000
412-52310-82684	METRO PUMP STATION MAINT	36,547	46,950	50,000	3,992	50,750
412-52310-82685	REPAIR PARTS-GRINDER PUMPS	240,338	239,893	245,000	168,441	248,675
412-52310-82686	REPAIR PARTS-WATER LINES	206,026	236,157	200,000	192,615	190,000
412-52310-82687	MANHOLE & SWR LINE MAINT	48,150	65,979	225,000	20,184	0
412-52310-82688	WATER TANK MAINTENANCE	116,910	34,661	55,000	13,698	55,000
412-52310-82695	SWR LIFT STATION R/M	9,876	84,182	50,000	37,169	50,750
412-52310-82696	WTR LIFT STATION R/M	21,843	12,253	65,000	13,761	75,000
412-52310-82810	MBRSHIPS & REGISTRATIONS	23,660	24,877	23,000	24,035	23,500
412-52310-82820	TRAVEL - CONF & SCHOOLS	5,848	4,001	8,000	3,996	8,000
412-52310-83100	OFFICE SUPPLIES/MATERIALS	1,424	1,673	2,500	1,558	2,500
412-52310-83215	HOUSEHOLD/JANITORIAL SUPPLIES	0	0	500	60	500

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Account Number	Account Name	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 8 Months	FY 2021 Budget
412-52310-83216	OPERATING CHEMICALS	5,094	8,077	60,000	3,437	40,000
412-52310-83290	OTHER OPER SUPPLIES	40,367	50,218	50,000	31,961	50,750
412-52310-83310	FUEL	41,731	44,508	50,000	28,088	35,000
412-52310-83550	COMPUTER SOFTWARE-N/C	0	148	5,000	195	2,500
412-52310-85110	INS - BUILDINGS	17,731	16,692	18,500	15,076	18,500
412-52310-85120	INS - VEH & EQUIP	616	560	1,500	620	1,500
412-52310-85130	LIABILITY INSURANCE	53,724	51,142	62,000	4,184	62,000
412-52310-85240	RENTAL - MACH & EQUIP	7,167	6,508	5,000	377	5,000
412-52310-85260	SERVICE CENTER RENT	125,000	125,000	125,000	83,333	125,000
412-52310-85310	GIS SERVICE FEE	90,000	90,000	90,000	60,000	100,000
412-52310-85340	STATE ENVIRONMENTAL FEES	18,186	13,396	20,000	18,494	20,000
412-52310-85410	PROV FOR DEPRECIATION EXPENSE	2,889,058	2,981,808	3,000,000	1,844,904	3,000,000
412-52310-85510	BANK SRVC CHGS	2,326	2,326	3,500	924	3,500
412-52310-85570	BAD DEBT EXPENSE	4,150	4,262	2,000	1,641	2,000
412-52310-86250	CAPITALIZED INTEREST	(20,647)	(18,360)	(10,000)	0	(10,000)
412-52310-86262	INT -2006 WATER REFUNDING	(8,395)	1,530	0	0	0
412-52310-86264	INT - 2008 SEWER BOND	29,000	11,750	0	0	0
412-52310-86265	INT - 2010 WATER & SEWER BOND	144,139	84,910	78,395	78,394	67,350
412-52310-86266	INT - 2012 WATER & SEWER BOND	112,571	106,288	102,040	102,038	95,540
412-52310-86267	INT - 2013 WATER & SEWER BOND	84,075	79,900	77,025	77,025	73,350
412-52310-86268	INT - 2013 WATER & SEWER REF BOND	2,477	0	0	0	0
412-52310-86270	INT - 2016 WATER & SEWER BOND	193,737	192,265	122,100	122,100	111,100
412-52310-86271	INT - 2017 WATER & SEWER REF BOND	9,575	10,742	8,900	6,700	4,500
412-52310-86272	INT - 2017A WATER & SEWER REF BOND	84,706	127,457	112,425	112,425	112,425
412-52310-86410	BOND SALE EXPENSE	37,729	0	0	0	0
412-52310-86510	PROV FOR AMORTIZATION EXPENSE	(34,562)	(47,200)	0	0	0
Total Expenses		17,820,055	18,089,748	19,172,880	12,057,262	19,484,625

FUND 434: MUNICIPAL CENTER FUND

Revenues

434-00000-36221	RENT INC- WMSN MEDICAL	24,011	25,437	23,360	15,022	25,500
434-00000-36227	RENT INC- CTY OF BRENTWOOD	670,000	685,000	685,000	685,000	695,000
434-00000-36240	RENT INC- ECD FUND	31,800	31,800	31,800	31,800	31,800
434-00000-36330	SALE OF EQUIPMENT	81	0	0	0	0
434-00000-37199	MISCELLANEOUS REVENUE	0	200	0	0	0
434-00000-37910	INTEREST EARNINGS	49,811	70,229	50,000	36,716	1,500
Total Revenues		775,703	812,666	790,160	768,537	753,800

Expenses

434-41810-82410	ELECTRIC	106,177	107,970	120,000	70,578	120,000
434-41810-82420	WATER	12,994	12,105	17,000	9,765	17,000
434-41810-82430	SEWER	6,380	4,912	7,000	2,772	7,000
434-41810-82440	NATURAL/PROPANE GAS	19,850	21,946	20,000	14,785	20,000
434-41810-82450	COMMUNICATIONS	9,145	9,879	10,000	6,632	10,000
434-41810-82530	ACCTING & AUDITING SRVCS	3,400	3,400	3,580	3,580	3,580
434-41810-82599	OTHER PROF SRVCS	19,416	17,544	20,000	12,218	20,000
434-41810-82605	R/M - OFC MACH & EQUIPMENT	19,536	8,748	25,000	20,034	25,000
434-41810-82650	R/M - GROUNDS/LANDSCAPE	26,744	21,892	30,000	14,078	30,000
434-41810-82660	R/M - BUILDINGS	119,188	143,244	127,500	68,793	130,000
434-41810-82661	R/M - WINDOW/CARPET CLEANING	450	0	1,500	0	1,500
434-41810-82662	R/M - TRASH REMOVAL	3,753	5,114	4,000	3,922	5,500

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Account Number	Account Name	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 8 Months	FY 2021 Budget
434-41810-82663	R/M - PAINTING	0	1,350	5,000	0	5,000
434-41810-82670	R/M - PLUMBING & HVAC	18,273	55,418	25,000	21,534	30,000
434-41810-83100	OFFICE SUPPLIES/MATERIALS	385	531	400	170	400
434-41810-83215	HOUSEHOLD/JANITORIAL SUPPLIES	6,799	6,911	7,500	3,140	7,500
434-41810-83290	OTHER OPER SUPPLIES	1,345	4,679	2,000	1,823	2,000
434-41810-83299	SUNDRY	49	1,550	1,000	0	1,000
434-41810-85110	INS ON BLDGS	11,990	11,270	12,500	11,206	12,500
434-41810-85130	INS - LIABILTY	3,194	2,893	3,200	1,925	3,200
434-41810-85410	DEPRECIATION EXPENSE	266,437	245,353	285,000	190,000	267,000
Total Expenses		655,505	686,709	727,180	456,955	718,180

FUND 450: EMERGENCY COMMUNICATIONS DISTRICT

Revenues

450-91100-32106	TECB OPERATIONAL FUNDING	913,910	864,126	864,125	662,847	994,125
450-91100-32108	TECB DISTRIBUTION OF EXCESS REVENUE	0	173,384	45,000	0	45,000
450-91100-36100	INTEREST EARNINGS	34,333	51,437	45,000	27,273	1,000
450-91100-37199	MISCELLANEOUS	204	65	0	(141)	0
450-91100-37810	OPER TRANSFER FROM GENERAL FD	484,700	484,700	484,700	484,700	484,700
Total Revenues		1,433,147	1,573,711	1,438,825	1,174,678	1,524,825

Expenses

450-91100-81110	SALARIES	491,536	524,675	596,665	367,308	632,715
450-91100-81111	SALARIES PART TIME	4,846	4,141	3,000	5,413	3,000
450-91100-81120	SALARIES - OVERTIME	92,055	72,115	50,835	43,906	50,835
450-91100-81130	LONGEVITY PAY	4,460	4,160	4,340	4,380	4,600
450-91100-81135	LEAD PAY SUPPLEMENT	5,798	6,098	6,240	3,994	6,240
450-91100-81170	SUPPLEMENTAL PAY	3,669	6,231	1,500	5,400	1,500
450-91100-81190	SHIFT DIFFERENTIAL	9,752	9,801	9,900	6,520	9,900
450-91100-81410	FICA (EMPLOYER'S SHARE)	53,676	54,192	51,705	32,542	54,230
450-91100-81420	HEALTH INSURANCE	123,040	131,999	129,190	86,126	140,425
450-91100-81421	DENTAL REIMBURSEMENT	1,751	1,845	2,000	1,060	2,000
450-91100-81422	LIFE INSURANCE	1,886	2,210	2,345	1,537	3,065
450-91100-81425	RETIREMENT - HEALTH/LIFE	29,460	40,230	47,395	31,024	47,320
450-91100-81430	RETIREMENT - TCRS	108,791	101,807	80,730	51,837	69,555
450-91100-81431	PENSION EXPENSE - GASB 68 REVERSAL	0	0	(100,000)	0	(100,000)
450-91100-81432	PENSION EXPENSE - GASB 68 COST	(134,371)	(21,241)	30,000	0	30,000
450-91100-81433	OPEB EXPENSE	(22,222)	6,935	0	0	4,130
450-91100-81436	RETIREMENT - HYBRID BASE	0	0	0	734	1,515
450-91100-81441	SUPPLEMENT RETIREMENT - 401	7,185	6,197	8,000	3,149	7,850
450-91100-81442	EMPLOYER HYBRID DC 401	0	0	0	2,138	6,895
450-91100-81450	SICK LEAVE BUY-BACKS	2,357	2,829	2,000	0	2,000
450-91100-81455	ATTENDANCE BONUS	400	0	1,000	0	1,000
450-91100-81456	ANNUAL LEAVE BUY-BACKS	0	0	1,000	0	1,000
450-91100-81470	WORKER'S COMPENSATION	2,830	2,830	2,830	1,886	2,885
450-91100-81481	CLOTHING & UNIFORMS	3,074	5,793	5,500	3,052	5,500
450-91100-82330	PERIODICAL SUBSCRIPTIONS	0	0	2,000	0	2,500
450-91100-82450	COMMUNICATIONS	82,681	82,683	83,000	46,230	83,000
450-91100-82530	ACCTING & AUDITING SRVCS	8,300	8,500	8,700	9,450	9,000
450-91100-82550	MAPPING/DATA BASE	10,000	10,000	10,000	10,000	10,000
450-91100-82599	OTHER PROF SRVCS	852	7,585	7,500	200	17,500
450-91100-82605	R/M - OFC MACH & EQUIP	2,605	3,397	2,700	2,484	2,700
450-91100-82620	R/M - OTHER EQUIPMENT	91,918	149,017	164,000	149,284	182,975

CITY OF BRENTWOOD
FY 2021 Budget Worksheets

Account Number	Account Name	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 8 Months	FY 2021 Budget
450-91100-82810	MRBSHIPS & REGISTRATIONS	3,510	4,272	6,000	2,907	6,000
450-91100-82820	TRAVEL - CONF & SCHOOLS	2,717	4,776	5,000	4,771	5,000
450-91100-83100	OFFICE SUPPLIES/MATERIALS	1,575	1,860	2,000	1,182	2,000
450-91100-83299	OTHER OPER SUPPLIES	3,644	3,190	2,000	1,999	2,000
450-91100-83550	COMPUTER SOFTWARE-N/C	0	264	0	0	0
450-91100-85130	LIABILITY INSURANCE	1,902	2,124	2,600	0	2,600
450-91100-85140	OFFICIALS' SURETY BONDS	2,185	0	0	0	0
450-91100-85240	RENTAL - MACH & EQUIP	3,240	3,240	2,500	4,680	2,500
450-91100-85410	DEPRECIATION	149,530	113,600	160,000	106,680	162,640
450-91100-88030	RENTAL - BUILDING AND FACILIITES MC	31,800	31,800	31,800	21,200	31,800
Total Expenses		1,186,435	1,389,152	1,425,975	1,013,071	1,510,375

Acct #	Account Name	Actual	Projected	Proposed
		Prior Year FY 2019	Current Year FY 2020	Proposed FY 2021
Amount	Amount	Amount		
Operating Revenue				
3010	TCA Section 7-86-303 Receipts	864,126	864,125	994,125
3020	TCA Section 7-86-130 Receipts	173,384	45,000	45,000
3060	Local Government Contracts			
3070	Contracted Services	0	0	0
3080	Sales & Fees			
3090	Other Operating Revenues	0	0	0
	Total Operating Revenue	1,037,510	909,125	1,039,125
Operating Expenses				
Salaries/Wages and Benefits				
4000	Salaries and Wages:	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
4001	Director	0	0	0
4002	Administrative Personnel	0	0	0
4003	Assistant Director(s)	0	0	0
4004	Telecommunicators	600,931	650,500	686,550
4005	Dispatch Supervisor Personnel	0	0	0
4006	Mapping /Address Personnel	0	0	0
4007	Other Salaries & Wages	22,130	17,640	17,640
4011	Training Personnel			
4012	IT Personnel			
4013	Compensated Absences	0	0	0
4099	Other Payroll Costs			
	Subtotal Salaries and Wages	623,061	668,140	704,190
4100	Employee Benefits:	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
4101	Social Security	54,192	51,705	54,230
4102	Medicare	0	0	0
4104	Medical Insurance	131,999	129,190	140,425
4106	Other Insurance	4,055	4,345	5,065
4107	Unemployment Compensation	0	0	0
4108	Pension Expense	101,807	80,730	77,965
4109	Other Postemployment Benefits	25,924	(22,605)	(18,550)
4199	Other Fringe Benefits	13,186	16,340	16,450
	Subtotal Employee Benefits	331,162	259,705	275,585
	Total Salaries, Wages, and Employee Benefits	954,222	927,845	979,775
Other Than Payroll Operating Expenses:				
4200	Administration (Major Category)	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
4203	Audit Services	8,500	8,700	9,000
4204	Accounting / Bookkeeping Services	0	0	0
4208	Contracts with Vendors	0	0	0
4209	Data Processing Services	0	0	0
4217	Legal Services	0	0	0
4218	Maintenance & Warranty Contracts			
4221	Consulting Services	7,585	7,500	17,500
4229	Lease/Rental-Admin Equipment/Furniture/Fixtures			
4232	Advertising	0	0	0
4233	Awards to Employees and Others	0	0	0
4234	Board Meeting Expenses	0	0	0
4235	Claims and Judgments	0	0	0
4236	Debt Issuance Costs	0	0	0
4237	Dues and Memberships - Administrative	4,272	6,000	6,000
4238	Employee Testing and Exams - Administrative	0	0	0
4239	Equipment - General (non-capitalized)	0	0	0
4240	Insurance-Liability	2,124	2,600	2,600
4241	Insurance-Workers Compensation	2,830	2,830	2,885
4242	Maintenance and Repairs - Administrative	0	0	0
4243	Premiums on surety/fidelity bonds (Insurance)	0	0	0
4244	Public Education	0	0	0
4245	Software & Licensing - Administration			
4246	Supplies & Materials - Administration	1,860	2,000	2,000
4247	Training costs - Administrative			
4248	Travel - Administrative	4,776	5,000	5,000
4249	Uniforms - Administrative			
4250	Telephone costs - Administrative	0	0	0
4251	Telecomm Cell Phones and Pagers - Administrative	0	0	0
4252	Cable / Internet Charges - Administrative	0	0	0
4253	Vehicle Expenses - Administrative	0	0	0
4254	Vehicle Fuel - Administrative	0	0	0
4299	Other Admin Services and Expenses	199	0	0
	Subtotal Administration	32,146	34,630	44,985

4300	Buildings and Facilities (Major Category)	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	
4305	Equipment - Facilities (Not Capitalized)	3,240	2,500	2,500	
4307	Utilities	0	0	0	
4333	Maintenance and Repairs-Buildings and Facilities	0	0	0	
4337	Building and Facilities Costs	31,800	31,800	31,800	
4338	Insurance-Buildings and Contents	0	0	0	
4339	Maintenance & Warranty Contracts				
4340	Supplies and Materials - Buildings and Facilities	0	0	0	
4399	Other Building and Facilities Costs				
	Subtotal Building & Facilities	35,040	34,300	34,300	
4400	Communications - Operations (Major Category)	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	
4405	Dues and Memberships - Operations				
4406	Employee Testing and Exams - Operations				
4410	Insurance-Equipment (non-administrative)	0	0	0	
4413	Communications Licenses and Fees	82,683	83,000	83,000	
4418	Training Expenses - Communications Operations	0	0	0	
4419	Travel Expenses - Communications Operations				
4422	Addressing/Mapping/Database Consultants	10,000	10,000	10,000	
4423	Addressing/Mapping/Database Supplies	0	0	0	
4424	Cable / Internet Charges - Communications				
4426	Certification/Recertification Fees				
4427	Equipment - Communications (not capitalized)	0	0	0	
4428	Hosted Operational Services				
4429	Impact Payments to Government Agencies	0	0	0	
4430	Language Interpreting	0	0	0	
4431	Maintenance & Warranty Contracts	152,415	166,700	185,675	
4432	Maintenance and Repairs-Communications	0	0	0	
4433	NCIC/TBI/TIES Expenses	0	0	0	
4434	Software & Licensing - Communications	0	0	0	
4435	Supplies, Materials, & Services - Communications				
4436	Uniforms - Communications	5,793	5,500	5,500	
4437	Telephone costs (Call Center Lines)	0	0	0	
4438	Telecomm Cell Phones and Pagers - Comm & Ops				
4439	Vehicle Expenses - Operations				
4440	Vehicle Fuel - Operations				
4499	Communications - Operations Other	3,190	4,000	4,500	
	Subtotal Communications & Operations	254,081	269,200	288,675	
	Total Other Than Payroll Operating Expenses	321,266	338,130	367,960	
	Total Operating Expenses Without Depreciation	1,275,489	1,265,975	1,347,735	
4501	Depreciation (Major Category)	113,600	160,000	162,640	
4601	Amortization (Major Category)	0	0	0	
	Grand Total Operating Expenses	1,389,089	1,425,975	1,510,375	
5000	NON-Operating Revenues (Expenses):	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	
5001	Investment Income	0	0	0	
5002	Interest Income	51,437	45,000	1,000	
5003	Net Increase (Decrease) in Fair Value of Investments	0	0	0	
5004	Primary Government Subsidies	0	0	0	
5005	Other Local Governments Subsidies	0	0	0	
5006	TECB Subsidies	0	0	0	
5007	Federal Government Grants	0	0	0	
5008	Gain (Loss) on Disposal of Property	0	0	0	
5010	Interest Expense	0	0	0	
5012	Rental Income	0	0	0	
5013	Insurance Proceeds	0	0	0	
5015	Impairment Loss	0	0	0	
5017	Local Government Grants				
5018	State Grants				
5099	Other Non-Operating Revenue	0	0	0	
6000	Capital Contributions				
6001	Primary Government Capital Contributions	484,700	484,700	484,700	
6002	Other Local Governments Capital Contributions	0	0	0	
6003	TECB Capital Contributions	0	0	0	
	Total NON-Operating Revenues and Losses	536,137	529,700	485,700	
	Total Revenues and Losses	1,573,647	1,438,825	1,524,825	
	Total Operating Expenses	1,389,089	1,425,975	1,510,375	
	Change in Net Position	184,558	12,850	14,450	

Additional Funding Source:

Reserve Balance Beginning of Prior Year	2,554,570		XXXXXXXXXX
Reserve Balance Beginning of Current Year		2,739,128	
Reserve Balance Beginning of Proposed Year			2,751,978
Ending Reserve Balance	2,739,128	2,751,978	2,766,428
Transfer to Primary Government	0		0.00
Amount of Reserve Used to Balance Budget			0.00
Total Other Funding			
Balanced Budget (Should be Zero or positive)			14,450.00

Acct #	Account Name	Prior Year FY 2019	Current Year FY 2020	Proposed Year FY 2021
Statement of Capital Projects:				
Capital Assets Not Being Depreciated (In Process)		XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
1351	Land			
1352	Construction in Progress			
1353	Other Capital Assets			
Capital Assets Being Depreciated (In Process)		XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
1302	Buildings and Improvements			
1304	Furniture and Fixtures			
1306	Office Equipment			0
1308	Communications Equipment	0	0	0
1310	Vehicles			
1312	Leasehold Improvements			
1320	Other Capital Assets			
Capital Assets (In Process)		0	0	0
Capital Assets Not Being Depreciated (Planned)		XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
1351	Land			
1352	Construction in Progress			
1353	Other Capital Assets			
Capital Assets Being Depreciated (Planned)		XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
1302	Buildings and Improvements			
1304	Furniture and Fixtures			
1306	Office Equipment			
1308	Communications Equipment			
1310	Vehicles			
1312	Leasehold Improvements			
1320	Other Capital Assets			
Capital Assets (Planned)		0	0	0
Total Capital Projects Budget		0	0	0

Statement of Bonded and Other Indebtedness:

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

No Debt

Debt Type	Debt Owed To:	Amount
	Total Debt	0

City of Brentwood ECD

BUDGET

Employee Positions Schedule

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

City of Brentwood
Educational, Recreational and Other Program Requests
FY 2020 - 2021

Education

	FY 2020 Appropriation	FY 2021 Requested	FY 2021 Budget	Page(s)
Unallocated			244,400	
Brentwood High School	62,400	145,000		2
Brentwood Middle School	15,600	15,600		3
Crockett Elementary School	10,400	10,000		4
Edmondson Elementary School	10,400	10,000		5
Jordan Elementary School	10,400	10,000		6
Kenrose Elementary School	10,400	10,000		7
Lipscomb Elementary School	10,400	10,000		8
Ravenwood High School	62,400	215,000		9
Scales Elementary School	10,400	10,400		10
Sunset Elementary School*	5,000	10,000		11
Sunset Middle School	15,600	15,800		12
Woodland Middle School	15,600	15,000		13
Totals - Education	\$ 239,000	\$ 476,800	\$ 244,400	

Recreation Programs

Unallocated			102,000	
Brentwood Blaze Youth Football	18,000	20,000		14-18
Brentwood Ball Club	21,000	35,000		19
Brentwood YMCA	13,000	15,000		20-22
FiftyForward Martin Center	50,000	50,000		23-24
Totals - Recreation Programs	\$ 102,000	\$ 120,000	\$ 102,000	

Other Requests

Mid-Cumberland Human Resource Agency	3,250	15,503		25-31
Transit Alliance		250		32-38
Totals - Other Requests	\$ 3,250	\$ 15,753		

**Per City of Brentwood Education Contribution Policy*

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

**CITY OF BRENTWOOD
EDUCATIONAL CONTRIBUTIONS REQUEST FORM**

School Name: Brentwood High School

Address: 5304 Murray Lane

Contact Person: Kevin Keidel

Telephone # 615-472-4222

E-mail Kevink@wcs.edu

**Total Contribution Request from the
City of Brentwood for the City's Fiscal
year July 1, 2020 to June 30, 2021:** \$145,000

Description of Expenditure, Purpose and Benefit	Amount
Chromebooks	\$30,000
Technology	\$30,000
Athletic Equipment	\$20,000
Band Equipment	\$20,000
Science Equipment and Materials	\$20,000
Art Equipment and Supplies	\$10,000
Royalties for Arts Dept	\$5,000
Campbell Center Equipment	\$5,000
Forensics Fees and Travel	\$5,000
TOTAL REQUESTED	\$145,000

Provide attachments if needed.

Signature of Principal Kevin Keidel
3/24/2020

Date

**CITY OF BRENTWOOD
EDUCATIONAL CONTRIBUTIONS REQUEST FORM**

School Name: BRENTWOOD MIDDLE SCHOOL

Address: 5324 MURRAY LANE

Contact Person: BRANDON BARKLEY

Telephone # 615-472-4252

E-mail brandonb@wcs.edu

Total Contribution Request from the
City of Brentwood for the City's Fiscal
year July 1, 2020 to June 30, 2021: \$ 15,000.⁰⁰

Description of Expenditure, Purpose and Benefit	Amount
	\$
TECHNOLOGY FOR CLASSROOMS	\$ 10,000. ⁰⁰
(SMARTBOARDS, FLMO, TABLETS, ETC.)	\$
SOFTWARE RENEWALS	\$ 5,000. ⁰⁰
	\$
	\$
	\$
	\$
	\$
TOTAL REQUESTED	\$ 15,000. ⁰⁰

Provide attachments if needed.

Brandon Barkley
Signature of Principal

5/12/2020
Date

**CITY OF BRENTWOOD
EDUCATIONAL CONTRIBUTIONS REQUEST FORM**

School Name: Crockett Elementary School

Address: 9019 Crockett Rd

Contact Person: Bronwyn Rector / Michele Houghton

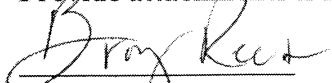
Telephone # 615-472-4340

E-mail Bronwynr@wcs.edu / Micheleh1@wcs.edu

**Total Contribution Request from the
City of Brentwood for the City's Fiscal
year July 1, 2020 to June 30, 2021:** \$ 10,000.00

Description of Expenditure, Purpose and Benefit	Amount
Technology such as computers, interactive boards/TV's and cameras	\$ 4,000.00
	\$
Instructional equipment/materials – such as Elmo projectors and STEM	\$ 2,000.00
	\$
Materials and equipment to support the Learning Commons initiative	\$ 2,000.00
	\$
Lobby and office enhancements/furniture	\$ 2,000.00
	\$
TOTAL REQUESTED	\$

Provide attachments if needed.


Signature of Principal

4/01/2020
Date

**CITY OF BRENTWOOD
EDUCATIONAL CONTRIBUTIONS REQUEST FORM**

School Name: Edmondson Elementary

Address: 851 Edmondson Pike

Contact Person: Trent Satterfield

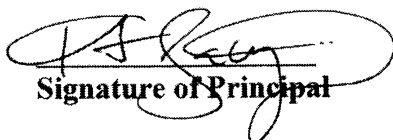
Telephone # (615) 472-4360

E-mail trents@wcs.edu

**Total Contribution Request from the
City of Brentwood for the City's Fiscal
year July 1, 2020 to June 30, 2021:** \$10,000

Description of Expenditure, Purpose and Benefit	Amount
Science/Social Studies Enrichment Materials	\$ 2,000
Two-Way Radios for Teachers	\$ 1,000
Ipads, Chromebooks, Technology Equipment	\$ 4,000
Intervention Resources for Student Intervention	\$ 1,000
Professional Development for Teachers	\$ 2,000
	\$
	\$
	\$
	\$
TOTAL REQUESTED	\$ 10,000

Provide attachments if needed.


Signature of Principal

5/7/20
Date

**CITY OF BRENTWOOD
EDUCATIONAL CONTRIBUTIONS REQUEST FORM**

School Name: Jordan Elementary School

Address: 9714 Split Log Road Brentwood, TN 37027

Contact Person: Chad Walker/Jennifer Marcum

Telephone # 615-472-5281

E-mail chadw@wcs.edu/jennifer.marcum@wcs.edu

**Total Contribution Request from the
City of Brentwood for the City's Fiscal
year July 1, 2020 to June 30, 2021:** \$10,000

Description of Expenditure, Purpose and Benefit	Amount
Chromebook Carts with 30 Computers	\$ 8,000-10,000
STEM/Broadcasting Equipment	\$2,000
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
TOTAL REQUESTED	\$

Provide attachments if needed.

Chad M. Walker

3/30/2020

Signature of Principal

Date

**CITY OF BRENTWOOD
EDUCATIONAL CONTRIBUTIONS REQUEST FORM**

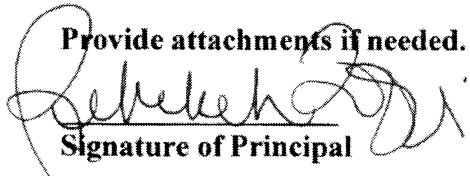
School Name: Kenrose Elementary
Address: 1702 Raintree Parkway
Contact Person: Rebekah Loffi, principal ; Debbi Johnson, bookkeeper
Telephone # 615.472.4632
E-mail rebekah.loffi@wcs.edu

Total Contribution Request from the
City of Brentwood for the City's Fiscal
year July 1, 2020 to June 30, 2021:

\$ 10,000.⁰⁰

Description of Expenditure, Purpose and Benefit	Amount
Technology hardware and software	\$
to support instruction in K-5 classes.	\$
Professional development materials	\$
including books, software, and other	\$
staff resources	\$
Teacher morale	\$
	\$
	\$
	\$
TOTAL REQUESTED	\$

Provide attachments if needed.


Signature of Principal

3/26/2020
Date

School Name:	<u>Lipscomb</u>
Address:	<u>8011 Concord Road</u>
Contact Person:	<u>Sally Auville</u>
Telephone #	<u>615-472-4650</u>
E-mail	<u>Sally.auville@wcs.edu</u>

Total Contribution Request from the City of Brentwood for the City's Fiscal year July 1, 2020 to June 30, 2021:	10,000.00 \$
--	-------------------------------

Description of Expenditure, Purpose and Benefit	Amount
Technology	\$
(LED panels, walkie-talkies, cameras)	\$
	\$
Instructional materials for new reading series	\$
	\$
	\$
	\$
	\$
	\$
TOTAL REQUESTED	\$10,000.

Provide attachments if needed.

Michelle L. Contich

3/26/2020

Signature of Principal

Date

**CITY OF BRENTWOOD
EDUCATIONAL CONTRIBUTIONS REQUEST FORM**

School Name: Ravenwood High School

Address: 1724 Wilson Pike

Contact Person: Pam Vaden, Principal

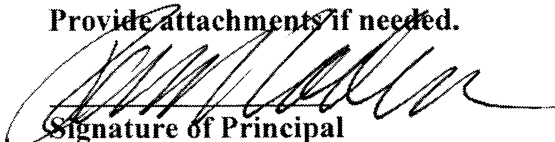
Telephone # 615-472-4802

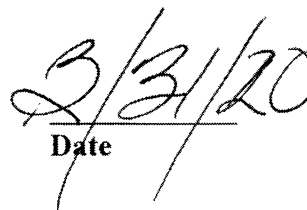
E-mail pamv@wcs.edu

**Total Contribution Request from the
City of Brentwood for the City's Fiscal
year July 1, 2020 to June 30, 2021:** \$ 215,000

Description of Expenditure, Purpose and Benefit		Amount
Interactive TVs and updated technology in classrooms <ul style="list-style-type: none">• 30 TVs @ \$4000		\$ 120,000
Athletic Improvements <ul style="list-style-type: none">• Stadium field laser grated to prevent swells and pooling of water when it rains• Score Vision in the main gym• Electricity at Stadium at 50-yard line for track as well as on the practice field• Press box technology equipment updated		\$ 50,000
Band instruments for growing program <ul style="list-style-type: none">• 2 tubas, bari-sax; fox oboe; 2 euphonium; \$22,000• Band tower \$25,000		\$45,000
TOTAL REQUESTED		\$ 215,000

Provide attachments if needed.


Signature of Principal


Date

**CITY OF BRENTWOOD
EDUCATIONAL CONTRIBUTIONS REQUEST FORM**

School Name: Scales Elementary

Address: 6430 Murray Lane

Contact Person: Melonye Lowe

Telephone # 615-472-4830

E-mail Melonyel@wcs.edu

**Total Contribution Request from the
City of Brentwood for the City's Fiscal
year July 1, 2020 to June 30, 2021:** \$10,400.00

Description of Expenditure, Purpose and Benefit	Amount
Professional Development for faculty and staff	\$ 500
Instructional Materials for Interventions	\$2000
Instructional Materials and Equipment for STEM	\$6000
Instructional Materials and Equipment for Art and Music	\$1500
Equipment for Health and PE	\$ 400
	\$
	\$
	\$
TOTAL REQUESTED	\$10,400

Provide attachments if needed.

Signature of Principal Melonye Bartlett Lowe, Ed.D.
4/17/2020

Date

**CITY OF BRENTWOOD
EDUCATIONAL CONTRIBUTIONS REQUEST FORM**

School Name: Sunset Elementary

Address: 100 Sunset Trail, Brentwood, TN, 37027

Contact Person: Amy Bruno-Whelan and Karen Caldwell

Telephone # 615 472-5020

E-mail Amy.brunowhelan@wcs.edu and karenc@wcs.edu

**Total Contribution Request from the
City of Brentwood for the City's Fiscal
year July 1, 2020 to June 30, 2021:** \$10,000

Description of Expenditure, Purpose and Benefit Amount

Furniture and technology to equip our new learning commons. All items will be suggested through Williamson County Schools district office. Items include 3D printer, green screen, and seating. (This is part of a new initiative by the district. They will provide a list of needed items in the summer. They have asked that schools provide many of the items with their own funds to supplement)	\$ 10,000
	\$
	\$
	\$
TOTAL REQUESTED	\$10,000

Provide attachments if needed.

Karen Caldwell

3/25/20

Signature of Principal

Date

**CITY OF BRENTWOOD
EDUCATIONAL CONTRIBUTIONS REQUEST FORM**

School Name: Sunset Middle School

Address: 200 Sunset Trail Brentwood

Contact Person: Amy Maffei & Sylvia Richey

Telephone # 615 472 5042

E-mail Amym1@wcs.edu & sylviaar@wcs.edu

**Total Contribution Request from the
City of Brentwood for the City's Fiscal
year July 1, 2020 to June 30, 2021:** \$ 15,800

Description of Expenditure, Purpose and Benefit	Amount
More walkie-talkies so that all teachers can be included-safety.	\$ 3,000.00
Bike racks, front and back of building, now that we'll have sidewalk access	\$ 1,000.00
Classroom presentation technology: Smart Board or LightBox, or similar. Installing new or updating	\$ 3,500.00
Computers, other devices and software/subscription computer programs for student use.	\$ 4,500.00
Educational field trip, one per student	\$ 3,800.00
	\$
	\$
	\$
	\$
TOTAL REQUESTED	\$ 15,800.00

Provide attachments if needed.


Signature of Principal

5/12/2020

Date

**CITY OF BRENTWOOD
EDUCATIONAL CONTRIBUTIONS REQUEST FORM**

School Name: Woodland Middle School

Address: 1500 Volunter Parkway

Contact Person: Patrick Boyd

Telephone # 615.472.4932

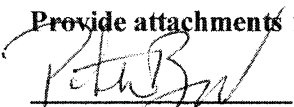
E-mail patrickb@wcs.edu

Total Contribution Request from the
City of Brentwood for the City's Fiscal
year July 1, 2020 to June 30, 2021:

\$ 15,000

Description of Expenditure, Purpose and Benefit	Amount
60 Chromebooks with chargers,	\$
carts, & licenses	\$ 15,000
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
TOTAL REQUESTED	\$

Provide attachments if needed.


Signature of Principal

3/30/2020
Date



Brentwood Blaze Youth Football
and Cheerleading
1804 Morgan Farms Way
Brentwood, TN 37027

April 27, 2020

Mrs. Karen Harper
City of Brentwood, Tennessee
5211 Maryland Way
Brentwood, TN 37027

Dear Mrs. Harper,

The Brentwood Blaze is a nonprofit organization dedicated to helping local youth learn about sportsmanship and teamwork in a fun and safe environment. In 2019, approximately 285 football players and cheerleaders participated in our program and we are planning for another exciting season in 2020.

As a nonprofit organization, financial sponsorships are critical to our ability to make investments into our program as well as our community. The City of Brentwood has played a key role in supporting our initiatives and we look for you to play an even bigger role in the future. Through financial sponsorships, we have been able to make improvements of the facilities at Crockett Park that we are all proud to call home of the Brentwood Blaze.

We take great pride in making investments in our community and strive to leave things better than we find them. The investments we made throughout the past several years along with the improvements we plan to make during 2020 not only benefit our organization but the other organizations who utilize Crockett Park. This year we have identified \$20,000 of capital improvements in three key areas that will not be possible without your financial support.

I would like to thank you for your support of the Brentwood Blaze. The continued support of the City, Board of Commissions and the Park Board are critical to the success of the Brentwood Blaze and we look forward to working together for the betterment of our community.

Sincerely,

W. Michael Decker
Brentwood Blaze Treasurer
615-495-5090

Enclosures: 2019 Financial Summary, 2020 Operating Budget, and Recreational Contribution Request Form

**CITY OF BRENTWOOD
RECREATIONAL PROGRAM CONTRIBUTIONS REQUEST FORM**

Organization

Name: Brentwood Blaze

Address: 9267 Chevoit Drive, Brentwood TN 37027

Contact Person: Paul Edwards – President Michael Decker - Treasurer

Telephone # 615-613-2474 (Paul) 615-495-5090 (Michael)

E-mail President@brentwoodblaze.org / Treasurer@brentwoodblaze.org

**Total Contribution Request from the
City of Brentwood for the City's Fiscal
year July 1, 2020 to June 30, 2020:** \$20,000

Description of Expenditure, Purpose and Benefit Amount

Meeting / Equipment Room Improvement	\$ 10,000
Field Improvements	\$ 2,000
Summer Camp Development between Ravenwood/ Brentwood High Schools and the Brentwood Blaze	\$ 4,000
Community Outreach – To Bring Brentwood Back to Crockett Park	\$ 4,000
	\$
	\$
	\$
	\$
TOTAL REQUESTED	\$20,000

Provide attachments if needed.

Signature W. Michael Decker

Date 4/27/2020

2020 Budget – Revenue

	Budget Jan-20	Budget Feb-20	Budget Mar-20	Budget Apr-20	Budget May-20	Budget Jun-20	Budget Jul-20	Budget Aug-20	Budget Sep-20	Budget Oct-20	Budget Nov-20	Budget Dec-20	Budget 2020	Actual 2019
Revenues:														
Registrations:														
Registrations - Football	\$ -	\$ -	\$ -	\$ 5,375	\$ 16,125	\$ 10,750	\$ 21,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 53,750	\$ 53,775
Registrations - Cheer	-	-	-	480	1,440	960	1,920	-	-	-	-	-	4,800	5,180
Camps	-	-	-	5,625	5,625	-	-	-	-	-	-	-	11,250	11,875
Out of Area Fees	-	-	-	-	-	-	-	1,400	-	-	-	-	1,400	-
	\$ -	\$ -	\$ -	\$ 11,480	\$ 23,190	\$ 11,710	\$ 23,420	\$ 1,400	\$ -	\$ -	\$ -	\$ -	\$ 71,200	\$ 70,830
Operations:														
Merchandise	-	-	-	-	1,250	1,250	-	4,500	1,000	1,000	-	-	9,000	9,123
Concessions	-	-	-	-	-	-	-	4,500	4,500	4,500	-	-	13,500	14,490
Admissions - Jamboree	-	-	-	-	-	-	-	5,000	-	-	-	-	5,000	5,600
Admissions - Playoffs	-	-	-	-	-	-	-	-	-	3,000	-	-	3,000	3,310
	\$ -	\$ -	\$ -	\$ -	\$ 1,250	\$ 1,250	\$ -	\$ 14,000	\$ 5,500	\$ 8,500	\$ -	\$ -	\$ 30,500	\$ 32,523
Sponsors:														
Sponsorships	-	-	-	-	4,000	5,000	5,000	4,000	2,000	-	-	-	20,000	14,056
City of Brentwood	-	-	-	-	-	-	-	-	20,000	-	-	-	20,000	18,000
Programs - Player Add sales	-	-	-	-	-	-	-	-	-	500	200	-	700	-
	\$ -	\$ -	\$ -	\$ -	\$ 4,000	\$ 5,000	\$ 5,000	\$ 4,000	\$ 22,000	\$ 500	\$ 200	\$ -	\$ 40,700	\$ 32,056
Other:														
Banquet	-	-	-	-	-	-	-	-	-	1,000	1,000	900	2,900	3,476
Interest	50	-	-	-	-	-	-	-	-	-	-	-	50	-
	\$ 50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 900	\$ 2,950	\$ 3,476
Total Revenues	\$ 50	\$ -	\$ -	\$ 11,480	\$ 28,440	\$ 17,960	\$ 28,420	\$ 19,400	\$ 27,500	\$ 10,000	\$ 1,200	\$ 900	\$ 145,350	\$ 138,885

2020 Budget – Expense

Expenses:	Budget Jan-20	Budget Feb-20	Budget Mar-20	Budget Apr-20	Budget May-20	Budget Jun-20	Budget Jul-20	Budget Aug-20	Budget Sep-20	Budget Oct-20	Budget Nov-20	Budget Dec-20	Budget 2020	Actual 2019
Administrative:														
Banking fee	-	-	-	-	-	-	240	407	578	210	25	19	\$ 240	\$ 240
CC Processing	-	-	-	241	597	377	597	-	-	-	-	-	\$ 3,882	\$ 2,849
Insurance	-	700	650	-	-	-	-	-	-	-	-	-	\$ 1,350	\$ 1,323
Labor	-	-	750	-	-	3,750	-	-	3,750	-	-	3,750	\$ 15,000	\$ 12,000
Software	-	615	50	100	100	100	100	100	100	50	50	-	\$ 615	\$ 835
Supplies and Other	-	1,365	5,200	341	697	4,227	937	507	4,428	260	75	3,769	\$ 21,806	\$ 18,865
Registrations:														
TNYFL Fees - Cheer	-	-	-	-	-	-	-	312	-	-	-	-	\$ 312	\$ 312
TNYFL Fees - Players	-	-	-	-	-	-	-	11,825	-	-	-	-	\$ 11,825	\$ 13,935
City of Brentwood	-	-	-	-	-	-	-	1,400	-	-	-	-	\$ 1,400	\$ 1,575
Refunds	-	-	-	-	-	-	-	500	500	500	400	-	\$ 1,900	\$ 2,110
Equipment:														
Football - Pads	-	-	-	-	-	-	-	14,037	500	500	500	-	\$ 15,437	\$ 17,071
Football - Jersey	-	-	-	-	-	-	-	500	500	500	500	-	\$ 2,000	\$ 1,917.00
Cheer	-	-	-	-	-	-	22,145	250	250	250	-	-	\$ 22,145	\$ 24,643.00
Cheer - Uniforms	-	-	-	-	-	-	2,400	-	-	-	-	-	\$ 2,400	\$ 1,011.00
Field equipment	-	-	-	-	-	-	-	500	500	500	-	-	\$ 1,500	\$ 1,400.00
Practice equipment	-	-	-	-	-	-	500	-	-	-	-	-	\$ 500	\$ -
Camp	-	-	-	400	500	-	-	-	-	-	-	-	\$ 900	\$ 840.00
Operations:														
Concession COGS	-	-	-	-	-	-	2,900	23,395	1,250	1,250	750	-	\$ 30,445	\$ 29,811.00
Concession Labor	-	-	-	-	-	-	-	3,150	3,150	3,150	-	-	\$ 9,450	\$ 9,955
Merchandise COGS	-	-	-	-	625	625	-	300	300	300	200	-	\$ 1,100	\$ 1,100
Merchandise Labor	-	-	-	50	50	-	50	2,250	500	500	-	-	\$ 4,500	\$ 13,216
Pep Rally	-	-	-	-	-	-	900	1,000	50	50	-	-	\$ 1,900	\$ 1,900
Admissions Fees - Janhoree	-	-	-	-	-	-	-	3,000	-	-	-	-	\$ 3,000	\$ 3,400
Admissions Fees - Playoffs	-	-	-	-	-	-	-	-	-	-	1,750	-	\$ 1,750	\$ 2,035
Admissions Labor	-	-	-	-	-	-	-	500	-	400	-	-	\$ 900	\$ 890
Camp Staff	-	-	-	-	2,000	-	-	-	-	-	-	-	\$ 2,000	\$ 1,500
Game Day Activities	-	-	-	-	-	-	-	500	500	500	-	-	\$ 1,500	\$ 1,480
Coaches	-	-	-	-	-	-	800	900	900	900	-	-	\$ 3,500	\$ 3,339
Field Paint	-	-	-	-	-	-	-	700	600	600	600	-	\$ 2,500	\$ 2,810
Field Safety	-	-	-	-	-	-	-	1,600	-	-	800	-	\$ 2,400	\$ 1,600
Player Draft	-	-	-	-	-	-	-	-	-	-	-	-	\$ 1,800	\$ 1,824
Trophies	-	-	-	-	-	-	-	-	-	2,000	2,000	-	\$ 4,000	\$ 4,676
Banquet	-	-	-	-	-	-	-	-	-	4,000	5,000	2,000	\$ 11,000	\$ 12,093
	\$ -	\$ -	\$ -	\$ 50	\$ 2,675	\$ 625	\$ 1,750	\$ 13,950	\$ 5,100	\$ 12,300	\$ 10,400	\$ 2,000	\$ 48,850	\$ 60,893
Advertising														
Programs	-	-	-	-	-	-	-	-	-	2,885	-	-	\$ 2,885	\$ 2,882
Sponsors	-	1,000	-	-	-	-	-	1,000	1,000	1,000	-	-	\$ 2,500	\$ 1,838
Social Media	-	-	1,000	1,000	1,000	1,000	1,000	1,000	-	-	-	-	\$ 5,000	\$ 9,000
Other	-	1,000	1,000	1,000	2,500	1,000	1,000	1,000	1,000	6,385	-	-	\$ 15,885	\$ 1,916
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,636
Prior Year Expenses not repeating in CY														\$ 9952
Total Expense	\$ -	\$ 2,365	\$ 6,200	\$ 1,791	\$ 6,372	\$ 5,852	\$ 6,587	\$ 52,889	\$ 12,278	\$ 20,695	\$ 11,625	\$ 5,769	\$ 132,423	\$ 137,228
Capital Improvements														
	\$ -	\$ 4,000	\$ -	\$ 4,500	\$ -	\$ -	\$ 4,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,500	\$ 9,337
Total Cash Outlays	\$ -	\$ 6,365	\$ 6,200	\$ 6,291	\$ 6,372	\$ 5,852	\$ 10,587	\$ 53,889	\$ 12,278	\$ 20,695	\$ 11,625	\$ 5,769	\$ 144,923	\$ 146,565
Net Change in Unrestricted Assets	\$ 50	\$ (6,365)	\$ (6,200)	\$ 5,189	\$ 22,068	\$ 12,108	\$ 17,833	\$ (33,489)	\$ 15,223	\$ (10,695)	\$ (10,425)	\$ (4,869)	\$ 427	\$ (7,680)

Statement of Activities – Monthly

	Actual Jan-19	Actual Feb-19	Actual Mar-19	Actual Apr-19	Actual May-19	Actual Jun-19	Actual Jul-19	Actual Aug-19	Actual Sep-19	Actual Oct-19	Actual Nov-19	Actual Dec-19	Actual 2019 YTD
Revenues:													
Registrations	\$ -	\$ -	\$ -	\$ 1,050	\$ 9,225	\$ 26,835	\$ 19,180	\$ 935	\$ -	\$ (606)	\$ (213)	\$ -	\$ 56,406
Merchandise	-	-	-	-	-	-	2,610	6,309	154	70	-	-	9,143
Sponsorships	500	-	-	-	-	1,000	3,350	7,500	-	706	1,000	-	14,056
Concessions	-	-	-	-	-	-	-	8,951	4,016	1,525	-	-	14,491
Camps	-	-	125	3,500	5,875	1,865	(1,440)	-	-	-	-	-	9,925
Admissions	-	-	-	-	-	-	-	5,040	-	2,978	-	-	8,018
City of Brentwood	-	-	-	-	-	-	-	18,000	-	-	-	-	18,000
Other	-	-	-	-	-	-	-	-	-	-	-	-	-
	\$ 500	\$ -	\$ 125	\$ 4,550	\$ 15,100	\$ 29,700	\$ 23,700	\$ 46,735	\$ 4,170	\$ 4,672	\$ 787	\$ -	\$ 130,039
Expenses:													
Football	\$ 125	\$ -	\$ -	\$ -	\$ -	\$ 840	\$ 6,153	\$ 15,031	\$ 5,247	\$ 55	\$ 75	\$ -	\$ 27,525
Cheerleading	-	-	-	-	175	-	-	1,227	1,524	-	1,280	105	4,311
Concessions	106	-	-	-	-	-	-	4,315	1,805	918	3,911	-	11,055
Game Day Activities	-	-	-	-	-	-	-	1,721	400	300	3,609	-	6,030
Merchandise	-	-	-	-	2,000	800	724	1,590	1,012	8,159	-	-	13,561
Registration Fees/Refunds	-	-	5	183	588	1,076	43	14,883	-	110	-	-	17,569
Administrative	-	1,555	53	3,000	4,442	750	43	2,145	1,099	3,092	68	3,422	19,668
Marketing/Programs	-	-	-	605	1,783	-	-	-	1,654	-	2,882	-	6,924
Banquet	310	-	-	-	-	79	-	-	-	-	3,512	8,924	12,825
Admissions	-	-	-	-	-	-	-	3,400	-	2,025	-	-	5,425
Other	-	1,662	-	-	-	-	2,481	(1,037)	802	(887)	-	468	3,489
	\$ 541	\$ 3,217	\$ 58	\$ 3,788	\$ 8,988	\$ 3,545	\$ 9,401	\$ 43,274	\$ 13,542	\$ 13,772	\$ 15,337	\$ 12,920	\$ 128,383
Capital Improvements	\$ -	\$ 3,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,836	\$ -	\$ -	\$ -	\$ -	\$ 9,336
Total Cash Outlays	\$ 541	\$ 6,717	\$ 58	\$ 3,788	\$ 8,988	\$ 3,545	\$ 9,401	\$ 49,110	\$ 13,542	\$ 13,772	\$ 15,337	\$ 12,920	\$ 137,719
Net Change in Unrestricted Assets	\$ (41)	\$ (6,717)	\$ 67	\$ 762	\$ 6,112	\$ 26,155	\$ 14,299	\$ (2,375)	\$ (9,373)	\$ (9,099)	\$ (14,550)	\$ (12,920)	\$ (7,680)

**CITY OF BRENTWOOD
RECREATIONAL PROGRAM CONTRIBUTIONS REQUEST FORM**

Organization

Name: Brentwood Ball Club

Address: P.O. Box 7

Contact Person: Greg Stover

Telephone # 615-739-3137

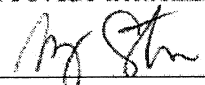
E-mail brentwoodballclub@gmail.com

**Total Contribution Request from the
City of Brentwood for the City's Fiscal
year July 1, 2020 to June 30, 2020:** \$ 20,000 or higher

Description of Expenditure, Purpose and Benefit Amount

Field condition improvements (improve the grade/level, add field conditioner, continued grass management) at Civitan Park	\$ 15,000
Concession stand improvements (ceiling & tile) to improve cleanliness & other changes to improve the operations (Very dated, aged conditions)	\$ 20,000
	\$
	\$
	\$
	\$
	\$
TOTAL REQUESTED	\$

Provide attachments if needed.



Signature

5-2-20
Date

**CITY OF BRENTWOOD
RECREATIONAL PROGRAM CONTRIBUTIONS REQUEST FORM**

Organization

Name: Brentwood Family YMCA

Address: 8207 Concord Rd., Brentwood, TN 37027

Contact Person: Steve Saxton

Telephone # 615-373-9622

E-mail ssaxton@ymcamidtn.org

**Total Contribution Request from the
City of Brentwood for the City's Fiscal
year July 1, 2020 to June 30, 2020:** \$15,000

Description of Expenditure, Purpose and Benefit Amount

Program staffing and supply support – see attachment	\$ 15,000
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
TOTAL REQUESTED	\$

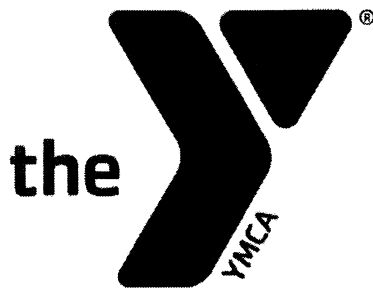
Provide attachments if needed.



Signature

Date

4/22/20



**FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

April 21, 2020

Karen Harper
Treasurer
City of Brentwood
P. O. Box 788
Brentwood, TN 37024-0788

Dear Ms. Harper:

The Brentwood Family YMCA is grateful for its ongoing partnership with the City of Brentwood. As the nation's leading nonprofit for youth development, healthy living and social responsibility, the YMCA works side-by-side with our neighbors every day to make sure that everyone, regardless of age, income or background, has the opportunity to learn, grow and thrive. Just last year, the Brentwood Family YMCA helped over 24,000 members from the local community build and maintain healthy life habits.

The City's contributions to the Brentwood Family YMCA over the years have provided critical resources enabling us to continue serving the needs in our community. In 2019, we provided over **\$341,825** in financial assistance for memberships and program scholarships. Such programs included swim lessons, swim team, soccer, basketball, after school child care, and students at the Brentwood YMCA Preschool. Of the total subsidy, \$182,073 directly funded our outreach programs, Y-CAP (an intervention/prevention program serving at-risk youth between the ages of 10-14) and Full Circle (a free program providing social and recreational opportunities for children ages 3-21 with developmental disabilities).

It is in thanks to the City of Brentwood and other community supporters that we are able to continue providing access to life-changing memberships and programs to all.

As the need for our programs continues to rise, so does our need to increase funding. We would like to respectfully request funds from the City in the amount of \$15,000 for 2020 so that we can continue to broaden our reach and close our financial gap.

Enclosed, you will find supporting documents, along with a copy of our 2020 Operating Budget. We hope you will choose to invest in the mission of the Brentwood Family YMCA again this year. We are profoundly grateful for all that you do to help us make a difference in Williamson County.

On behalf of our staff, the Board of Directors and most importantly, the Brentwood community who will benefit as a result of your generous support, I thank you for your consideration of this request.

Sincerely,

Steve Saxton
District Executive Director

**Brentwood Family YMCA
Annual Budget 2020**

	2020 Budget
06 Brentwood	
01 Contributions & Private Grants	290,000
10 Gov't Grants & Contracts	27,708
11 Membership Revenue	4,135,989
13 Program Revenue	1,054,077
14 Sales of Supplies & Services	9,130
16 Miscellaneous Revenue	48,312
18 Intra-Association Revenue	116,609
Revenue	5,681,825
21 Salaries & Wages	2,186,306
22 Employee Benefits	175,892
23 Payroll Taxes	193,436
24 Purchased Services	106,449
25 Supplies	181,701
26 Technology Systems & Services	35,938
27 Postage, Shipping & Courier	2,877
28 Occupancy	1,492,216
29 Equipment	212,668
31 Promotion, Publications & Fundraising	26,031
32 Travel, Meals & Entertainment	10,940
33 Conferences, Meetings & Staff Development	17,603
35 Membership & Professional Dues	37,078
36 Awards, Grants & Assistance	828
37 Financing Costs	
38 Liability & Other Insurance	17,047
39 Miscellaneous	19,895
48 Intra-Association Expense	752,675
Expense	5,469,581
06 Brentwood	212,244

FiftyForward Headquarters

174 Rains Avenue
Nashville, TN 37203
(615) 743-3400 Phone
(615) 743-3480 Fax
FiftyForward.org

CONNECT WITH US



Forward Focus
(quarterly publication)

FiftyForward Locations

Davidson County

Bordeaux
Donelson Station
Knowles
Madison Station
J. L. Turner Center

Williamson County

College Grove
Martin Center

FiftyForward Volunteer Programs

Senior Corps
Friends Learning in Pairs
Foster Grandparent Program

FiftyForward Supportive Care Services

Adult Day Services
Care Team
Conservatorship
FiftyForward Fresh/Meals on Wheels
Living at Home Care Management
Victory Over Crime
All of Us Research Program

FiftyForward Endowment

FiftyForward Travel

The Larry Keeton Theatre
(Senior Center for the Arts)

Meet our Board

<https://fiftyforward.org/about/boards/>

February 11, 2020

Mr. Kirk Bednar, City Manager
City of Brentwood - Brentwood City
Commissioners
P.O. Box 788
Brentwood, TN 37024-0788

Dear Mr. Bednar and Commissioners:

FiftyForward and FiftyForward Martin Center greatly appreciate the city's previous support of the center and its programs, serving the 50+ population of Brentwood. Consistent funding enables FiftyForward Martin to offer a variety of services, classes, trips, and educational programming with fidelity, and FiftyForward is grateful to have the opportunity to continue this partnership.

FiftyForward Martin Center respectfully requests an operating grant for \$50,000 for fiscal year 2021 (July 2020 - June 2021). This funding will support programs and services for the senior population of Brentwood and their families. A budget summary is enclosed for review, and a recent center newsletter is enclosed, as well, as a snapshot of regular center activity.

In FY2019, FiftyForward Martin Center was proud to serve 342 active center members with 482 recorded guest entries of individuals over 60 years of age. FiftyForward Martin is in the process of re-accreditation for the National Institute of Senior Centers (NISC).

FiftyForward Martin operates with a professional staff of one center director, one program coordinator, and an office manager. Quality staff is vital to the smooth operation of the facility, and the center is currently in the midst of the process to hire new leadership. Existing staff for FiftyForward's Supportive Care programming, such as a Living at Home Care Manager, continue to operate from the FiftyForward Martin location to serve vulnerable, older adults in Brentwood and surrounding Williamson County areas.

Despite changes to staff, FiftyForward Martin members have maintained their dedication to the community. Last fiscal year, 108 center members served in volunteer positions, providing 5,841 hours of service in a 12-month period. Based on the hourly rate for volunteer service in Tennessee, as reference from the *Independent Sector*, these individuals volunteered \$132,415 worth of support to the FiftyForward Martin center in this time frame. The center itself continues to be a hub for community programming, hosting various meetings for local organizations and providing usable space for trainings and meetings for various city departments and private events.



FiftyForward supports, champions and enhances life for those 50 and older.

FiftyForward Headquarters

174 Rains Avenue
Nashville, TN 37203
(615) 743-3400 Phone
(615) 743-3480 Fax
FiftyForward.org

CONNECT WITH US



Forward Focus
(quarterly publication)

FiftyForward Locations

Davidson County

Bordeaux
Donelson Station
Knowles
Madison Station
J. L. Turner Center

Williamson County

College Grove
Martin Center

FiftyForward Volunteer Programs

Senior Corps
Friends Learning in Pairs
Foster Grandparent Program

FiftyForward Supportive Care Services

Adult Day Services
Care Team
Conservatorship
FiftyForward Fresh/Meals on Wheels
Living at Home Care Management
Victory Over Crime
All of Us Research Program

FiftyForward Endowment

FiftyForward Travel

The Larry Keeton Theatre

(Senior Center for the Arts)

Meet our Board

<https://fiftyforward.org/about/boards/>

With the population of older adults in Williamson County expected to increase by 57% over the next ten years (Tennessee Commission on Aging and Disability, *2019 The State of Aging in Tennessee*), the mission of FiftyForward is increasingly vital to the health and wellness of the city's constituency. The City of Brentwood plays an important role by helping FiftyForward Martin provide essential programs and services to this population of older adults, and the center and FiftyForward thank you for the impact that you have on the community.

Please feel free to contact us with any questions related to this request, and thank you, again, for being an advocate for FiftyForward's mission to support, champion, and enhance the lives of those 50 and older.

Sincerely,

Sallie Hussey
Executive Director

Gretchen Funk
Chief Program Officer



MIDCUMBERLAND
Human Resource Agency

February 27, 2020

Mayor Rhea Little III
City of Brentwood
5211 Maryland Way
Brentwood, TN 37024

Dear Mayor Little,

The services offered by Mid-Cumberland Human Resource Agency have proven to impact lives, maintain dignity, and allow many to live at home longer. With your support, we are able to provide and improve the quality of life within your community.

Please consider and approve the following FY'21 funding request:

<u>Service:</u>	<u>Requested Amount:</u>
Dues	\$ 4,076.60
Homemaker	\$ 500.00
Meals-on-Wheels	\$ 500.00
Ombudsman	\$ 750.00
Transportation	\$ 4,676.00
YouthCAN	\$ 5,000.00
Total	\$ 15,502.60

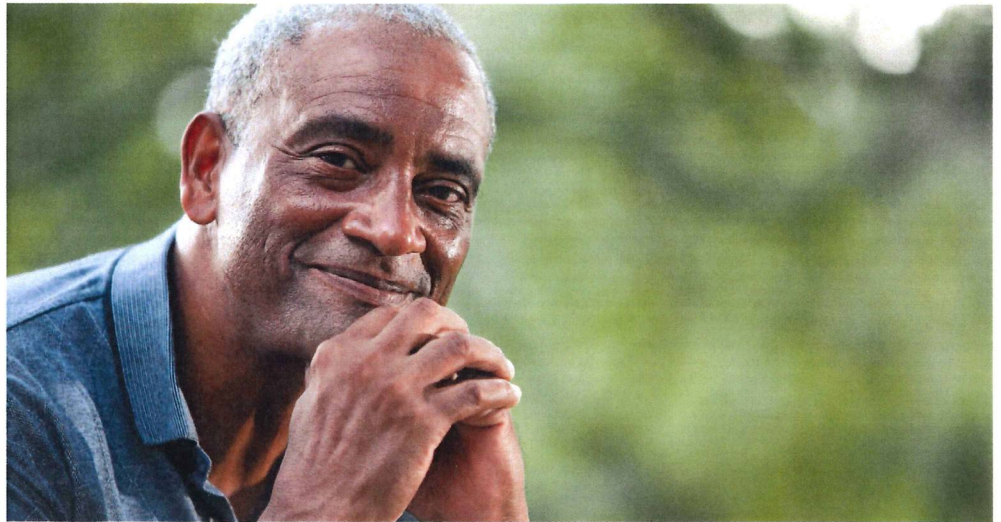
Should you have any questions, feel free to contact me. As always, we sincerely appreciate your support.

Best regards,

Jane Hamrick
Executive Director

Enclosures

*Thank you so much
for your continued
support!*



2021 Dues Request for | City of Brentwood

Agency Dues Request of \$4,076.60

Pursuant to the **"Human Resource Agency Act of 1973"** The Mid-Cumberland Human Resource Agency was created forty-four years ago on the fundamental belief that all Middle Tennesseans deserve to live productive, healthy, and independent lives. We use this principle as a measurement tool in our ability to make a difference. And do we?



YES, our dedicated team makes a difference EVERY day!

13-26-102 Creation authorized... "with the intent that the agencies so created may be the delivery system for human resources..."

13-26-107 (c) Appropriations-Local contributions... "It is the intent of the state to assist financially with the delivery of human resources for residents. After the creation.... and when the local governments have indicated a willingness to contribute financially by adopting a budget requiring a certain **per capita** assessment, the state is authorized to match the local contributions according to the....schedule..."

The request for Dues hereby made by the Mid-Cumberland Human Resource Agency is eleven cents per capita, the minimum on this schedule.

(d) ...such funds may be used for purposes of matching various federal programs of assistance... Cities and counties are specifically authorized to appropriate and expend funds for carrying out the purposes of this chapter."

Calculation:

2010 census population of 37,060 x \$.11 per capita = **\$4,076.60**



A Homemaker and Elder Abuse Program



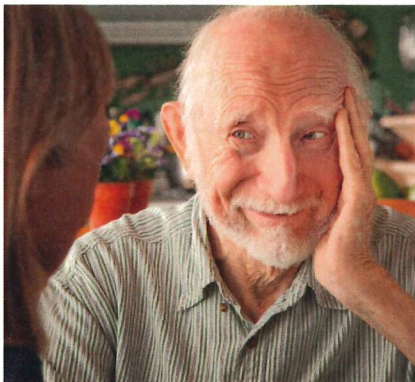
Request:

The Homemaker Program is requesting \$500 from Brentwood.

About Us:

Trained Homemakers provide basic, in-home assistance to elderly, disabled, and handicapped persons. Many elderly residents live alone and are in danger of being neglected, exploited, or abused. With the broad range of services the program offers, we are able to address most of the services needed to allow the client to remain SAFELY independent in their own home. Without these services many residents would be forced into institution care prematurely or worse, remain victims of abuse, neglect, and exploitation. The Homemaker is often the only advocate our vulnerable clients have. The Homemaker performs the essential tasks which the client is no longer able to do for him or herself. These include:

- Routine Household Tasks
- Meal Preparation
- Monitoring
- Grocery Shopping
- Household Budgeting/Bill Paying
- Emotional Support
- Resource Assistance
- Transportation
- Others as Needed
- Personal Care



Did You Know?

- Every 5 seconds an elderly person is abused
- 1 in 9 elderly individuals report they have been a victim of abuse
 - There are as many as 3,074 victims of elder abuse in Williamson County
- Only 1 out of 23 victims report abuse, neglect, exploitation, or self-neglect to authorities
- In 90% of cases reported, the abuse was imposed by a family member

Our Service Statistics

FY19	Number of Clients	Number of Units	Percent of clients able to SAFELY retain their independence as a result of services provided
Williamson County	50	5,447.5	88 %



We help clients gain or maintain self-sufficiency and independence

Prevent or reduce the need for institutional care

Prevent or remedy neglect, abuse or exploitation

Maintain safe, intact family units

It's More than Just a Meal!



Request:

Meals-on-Wheels is requesting a community investment from Brentwood of \$500 to be used as a match for state and federal dollars. This would help serve 103 meals to residents of Brentwood.

About Us:

Many homebound seniors live alone and do not eat well because of a lack of mobility, money, and knowledge of healthy eating. Meals-On-Wheels aims to assist individuals 60 years and older in maintaining their health and independence. We do this by providing a nutritious meal and a much needed volunteer visit. Our meals meet 1/3 of the daily recommended nutritional value and are packed at local meal sites and delivered to vulnerable seniors by caring, dedicated volunteers. Homebound individuals age 60 and over may qualify for services as funding is available.



Did You Know?

- 1 in 5 Tennessee seniors is hungry
 - 5,533 seniors at risk in Williamson County
- Tennessee ranks 4th in the Nation with the highest rate of hunger amongst seniors
- 30% of seniors choose between food and medicine
- 35% of seniors choose between food and utilities
- Seniors with pets have 21% fewer doctor visits
 - Mid-Cumberland delivers 15,000 pounds of donated pet food annually



Our Volunteers:

Seniors who are lonely have a 45% greater chance of death. Our caring and dedicated volunteers are a vital part of the Meals-On-Wheels experience. They help pack and deliver meals. Without volunteers the program would serve approximately 20% less meals. Most importantly, volunteers offer vulnerable home bound seniors increased opportunities for socialization and a very important check on their well being. Many home bound seniors live alone and the volunteer may be the only person the senior sees that day.



Williamson County 2019

333
Clients
Served

39,139 Meals Served

6,209 Volunteer Hours

92% of recipients say
Meals-On-Wheels
enables them to
continue living at home.

Advocates for the Elderly



Request:

The **Long-Term Care Ombudsman Program** is requesting a community investment from the City of Brentwood of \$750 to be used as a match for federal dollars. This would help provide Ombudsman services to the 2,078 residents of the 23 nursing homes, assisted care living facilities and residential homes for the aged serving Brentwood and Williamson County.

About Us:

Many elderly residents of long-term care facilities have no one to advocate for them. The Ombudsman Program provides paid staff and trained volunteers to assist residents in resolving complaints about sub-standard care, poor quality of life and violations of their rights. We educate facility residents, their loved ones and citizens on the rights of long-term care residents and how to access Ombudsman services. The program also provides consultations to facility staff on improving care and information and referral services to citizens trying to navigate the long-term care system.

Did You Know?

- 44% of nursing home residents have been abused
- 50% of nursing home staff admitted to mistreating residents
- 30% of Tennessee nursing homes receive the lowest possible rating from the Centers for Medicare and Medicaid Services
- The Families for Better Care Report Card gives Tennessee an overall rating of D for nursing home quality
- There are over 500 veterans residing in long-term care facilities in the Mid-Cumberland service area

Our Volunteers:

Many residents of long-term care facilities have outlived their loved ones or their loved ones live far away or seldom visit. They have no one to monitor conditions in the facility or advocate for better care for them. Our Volunteer Ombudsman Representatives visit each facility assigned to them at least once a month to monitor conditions in the facility and help residents resolve complaints. Volunteers are the heart and soul of this program. For information on volunteering and upcoming volunteer training events call 615-850-3918.

FY 2019	Number of Volunteers		Value of Time
MCHRA Service Area	40	3,910	\$95,538

6,554
Clients Served

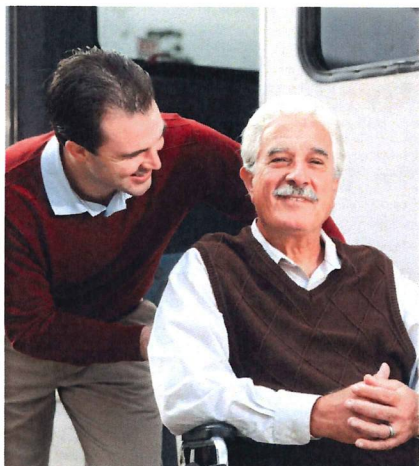
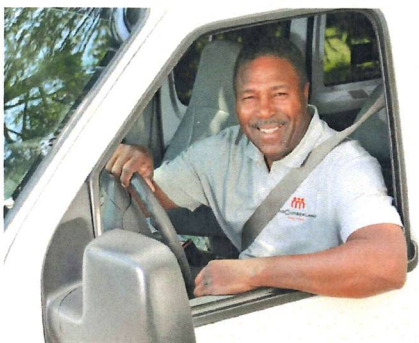
825 Complaints Resolved
1,208 Consults with Staff & Citizens

3,215
Residents and Citizens Educated

There are 1,651 residents in the 183 facilities of our 13-county service area.



Making a positive difference in people's lives



Request:

Mid-Cumberland Public Transit is requesting a community investment from the City of Brentwood of \$4,676.00 to be used as match for state and federal dollars.

About Us:

Mid-Cumberland Public Transit is the curb-to-curb rural public transit system of the Mid-Cumberland Human Resource Agency with flexible schedules to meet the needs of its riders. The service is available to anyone regardless of age or income on a first-call, first-served basis. We operate Monday through Friday from 6am to 6pm. When compared to other transportation resources a ride with Mid-Cumberland is a bargain! Fares range from \$2.00 to \$3.00 each way for trips in county. Out-of-county fares are based on destination; the fare rate will be given at the time of reservation. The service is provided in twelve middle Tennessee Counties.

Did You Know?

Public transportation is important to the citizens in your community because it:

- Reduces congestion and pollution
- Saves energy
- Contributes to economic development and job creation
- Provides access to jobs, schools and medical appointments
- Allows seniors and those with disabilities to remain independent
- Provides personal mobility and freedom to people from every walk of life

Our Service Statistics

FY 2019	Total Trips	Total Residents Riding
City of Brentwood	1,020	23

1,020
Total Trips

155
Medical
Appointments

6
Personal Business
Grocery, Bank, Shopping, etc.

**Nutrition-
Senior Center-Misc.**

859
Employment

Value of service: \$34,017.00

*FY19 Value of service is calculated at \$33.35 per trip.



A Workforce Development Program



Request:

Youth CAN is requesting a community investment from Brentwood of \$5,000 to be used as a match for state and federal dollars. All funds received will be used to leverage these federal dollars to directly support Youth CAN programming and Youth CAN participants who reside within Brentwood.

About Us:

Youth CAN provides eligible youth ages 16-24 with the financial and educational help they need to receive a high school diploma, HiSET, postsecondary diploma, or other qualified credential. We work to eliminate financial and social barriers that youth face while pursuing employment and postsecondary education. Our mission is to help young people achieve occupational and academic goals and attain a healthy work ethic.

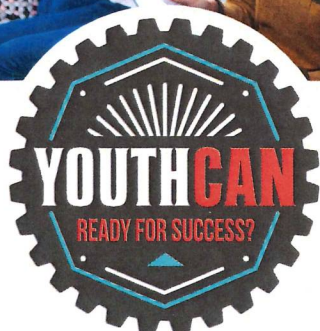


We currently operate in 61 Tennessee counties. We would like to increase the number of young people we are able to serve, as we currently maintain an ever-growing waiting list of youth in need of our services. Program-wide, 90% of our participants leave Youth CAN with a qualified credential and employment or enrollment in post-secondary study.

Did You Know?

- In Tennessee, the median annual income for high school dropouts is \$18,706. Compare with \$25,504 for graduates and \$31,143 for those with some college or an Associate degree.
- Each year's dropouts will cost the country 200 billion in lost wages and unrealized tax revenue.
- 75% of incarcerated Tennesseans are high school dropouts.
- Nearly two-thirds of the nation's jobs require some postsecondary education or training.

Our Service Statistics



Over 4,500
Clients Served Each Year

61 Tennessee
Counties
Served

45 Years of
Experience

92% of participants
leave with a
qualified
credential and employment
or engaged in post-secondary
study

100% of participants
surveyed say Youth CAN helped
improve their self-esteem and
employability





March 30, 2020

Kirk Bednar
City of Brentwood
5211 Maryland Way
Brentwood, TN 37027

Dear Kirk,

The Transit Alliance of Middle Tennessee would be grateful for the support of the City of Brentwood. The City of Brentwood is a growing and thriving community and we are proud to name the city as a partner and wish to continue our partnership. We would like to count the city as a partner for the upcoming fiscal year. We respectfully request to be considered for funding for the upcoming fiscal year at \$250. Support from the City of Brentwood supports our educational and outreach efforts. We address the following issues: How is transit currently being funded? How does transit and mobility affect communities? What opportunities and challenges exist in the Middle TN region? What does it take to have a better multi modal transit system? How can we engage the community in transit conversations?

The Transit Alliance is a tax-exempt 501(c)3 nonprofit, non-partisan organization concerned with the growing congestion and mobility challenges across the 10 county region of Middle Tennessee. We are committed to focusing regional educational and educational and advocacy efforts toward providing dedicated funding for a well connected region. Recent growth across Middle Tennessee and projections for more impressive future growth sets the imperative and underscores the need for stronger mass transit systems with multimodal solutions that have their own funding source. We believe in a sustainable mass transit system with multimodal solutions that have their own funding source. We believe a sustainable mass transit system will not only provide accessibility and mobility for our residents and businesses, but it will also help our region achieve maximum economic prosperity.

Moreover, we are the only regional educational organization focused solely on multi-modal transportation, and we have support from thousands of citizens and leaders throughout the region. I have attached the required narratives. We hope that the Transit Alliance once again gets a favorable response to continue our work in educating Clarksville residents and all regional residents on the value of transit and funding a multimodal transit system for the region.

Thank you for your support,



Jessica Dauphin
President & CEO, Transit Alliance of Middle TN

The Transit Alliance of Middle Tennessee (EIN 27-1568117) is a 501(c)(3) organization and as such your contribution is tax deductible to the extent allowed by law. No goods or services were provided in exchange for your generous donation.

211 Commerce Street, Suite 100, Nashville TN, 37201 • 615-743-3051 • thetransitalliance.org



Proposed Use of Funds

The Mission of the Transit Alliance of Middle TN is to build support for funding regional transit by mobilizing and educating community leadership. Our goal is to educate citizens around the region regarding the need and importance of a connected Middle Tennessee transit system.

We intend to use the \$250 of support from the City of Brentwood to continue our educational work across the region and provide Brentwood residents with the ability to participate in our educational programs. For example through the Transit Citizen Leadership Academy (TCLA), a six week class we equip private and public sector leaders across the 10 counties of Middle Tennessee with tools to lead conversations about the value of multimodal transit across the region and about the emerging mass transit options that can address our mobility needs.

The TCLA is meant as an educational support for residents in the Middle Tennessee region who are interested in learning more about transit and transportation in the region as well as how it impacts our quality of life. It is open to any resident of the region and is free for them to attend (see the enclosed flyer for more information). The Transit Alliance hosts TCLA at least 3 times a year. We encourage any residents of Brentwood and Williamson County to explore attending any future TCLAs.

In addition to the TCLA, the Transit Alliance is available to give group presentations to regional municipalities, businesses, civic organizations, faith organizations, and any other organization that requests a facilitated discussion of transportation and transit in the region.

The Transit Alliance is also available to facilitate a discussion of specific transit needs of a municipality or community at the request of said parties. The Transit Alliance remains a regional voice on transportation. If there are other working communities that the Transit Alliance could be an effective partner, please don't hesitate to contact Jessica Dauphin at jessica.dauphin@thetransitalliance.org or call 615-743-3051.

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INFORMATION REGARDING OUR YEAR-ROUND SERVICES & PROGRAMS

The programs of the Transit Alliance of Middle Tennessee operate and exist without regard to season. Our work to educate communities about the growing needs for mass transit is effective and active all year round. Our organization operates continuously through all twelve months of the year without interruption and always benefits the general welfare and transit and transportation-based educational needs of the residents of Middle Tennessee including the following counties, Cheatham, Davidson, Dickson, Maury, Montgomery, Robertson, Rutherford, Sumner, Williamson, and Wilson.

The Transit Alliance focuses on the Transit Citizen Leadership Academy, a six week class that runs three times per calendar year or more and is scheduled at the convenience of the venue that hosts the classes and the professional speakers who lead presentations. The planning of and hosting of the Transit Citizen Leadership Academy is continual, year round , and without seasonal interruption.

The TCLA is meant as an educational support for residents in the Middle Tennessee region who are interested in learning more about transit and transportation in the region as well as how it impacts our quality of life. It is open to any resident of the region and is free for them to attend (see the enclosed flyer for more information).

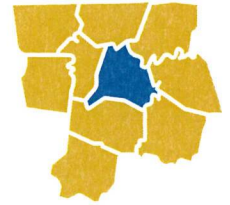
In addition to the TCLA, the Transit Alliance strives to accommodate all requests for group presentations to regional municipalities, business, civic organizations, faith organizations, and any other organization that requests a facilitated discussion of transportation and transit in the region. These happen throughout the year and are accepted based on availability of staff and not season.

The Transit Alliance is also available to facilitate a discussion of specific transit needs of a municipality or community at the request of said parties. These requests are accepted based on availability of staff and not season, therefore offered all year round.

The Transit Alliance remains a regional voice on transportation specific committees for example the Nashville Area Chamber of Commerce's Moving Forward initiative and the Greater Nashville Regional Council's Transportation Demand Management thinktank. Meetings of these committees are scheduled year round without regard to season.

The Transit Alliance of Middle Tennessee (EIN 27-1568117) is a 501(c)(3) organization and as such your contribution is tax deductible to the extent allowed by law. No goods or services were provided in exchange for your generous donation.

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Re: Note on Audit Exemption

The Transit Alliance is a 501(c)3 nonprofit that serves the Middle Tennessee region. The mission is to build support for regional transit through education and empowerment of residents across the region, including the following counties: Cheatham, Dickson, Davidson, Maury, Montgomery, Robertson, Rutherford, Sumner, Williamson, and Wilson.

The Transit Alliance is not required to have an audited financial statement as per the Tenn. Code Ann. § 48-101-506(b)(2): A charitable organization with gross annual revenue over \$500,000 (excluding grants from government agencies and other 501(c)(3) nonprofits) must file an audited financial statement prepared by an independent CPA.

Transit Alliance does not gross more than \$500,000 in revenue; therefore, it is not required to undergo or submit an audited financial statement.

As a charitable organization in the state of Tennessee, the Transit Alliance is required to register annually with the State's Division of Charitable Solicitations and Gaming in the Office of Tennessee Secretary of State Tre Hargett. As part of that registration process, it is the organization's responsibility to provide an IRS form 990, 990EZ, or 990N.

Thank you for your support,

Jessica Dauphin
President & CEO, Transit Alliance of Middle TN

The Transit Alliance of Middle Tennessee (EIN 27-1568117) is a 501(c)(3) organization and as such your contribution is tax deductible to the extent allowed by law. No goods or services were provided in exchange for your generous donation.

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**Annual Reporting Form for Nonprofit Organizations
Seeking Financial Assistance from Local Governments**

Name of Nonprofit Organization Transit Alliance of Middle Tennessee

Street Address 211 Commerce St. Suite 100

City Nashville County Davidson State TN Zip code 37201

Annual Financial Report of Cash Receipts, Disbursements and Balances for the Fiscal Year from

1/1/19 through 12/31/19

Report required by Title 5, Chapter 9, Part 1 And Title 6, Chapter 54, Part 1, Tennessee Code Annotated

Receipts:

Federal Grants	\$		Fees/Charges for Services	\$	
State Grants	\$		Fund-raising Events	\$	
Financial Assistance from Local Governments	\$	40,500	Sale of Assets	\$	
Donations and Gifts from Citizens	\$	141,070	Loans-Borrowed Funds	\$	
Membership Dues	\$		Investment Income	\$	
			Other Receipts	\$	

Total Receipts \$ 181,570 **(A)**

Disbursements:

Grants and Other Assistance paid to other Organizations and Individuals	\$		Leases/Rentals	\$	
Salaries and Wages	\$	129,600	Maintenance and Repairs	\$	
Employee Benefits	\$	2,700	Supplies	\$	2000
Payroll Taxes	\$	3,400	Travel	\$	
Fees for Services (non-employee)	\$	32,000	Utilities	\$	
Advertising and Promotion	\$		Insurance	\$	425
Office Expenses	\$	4,450	Conferences, Conventions and Meetings	\$	3,500
Interest	\$		Loan Payments	\$	

Purchase of Capital Assets - Vehicles and Equipment	\$		Other	\$	18,700
Purchase of Capital Assets - Property and Buildings	\$				

Total Disbursements \$196,775 (B)

Cash Receipts Less Disbursements for the Fiscal Year (A-B = C) \$15,205 (C)

Cash Balance - at the beginning of the Fiscal Year \$251,092.29 (D)

Cash Balance - at the end of the Fiscal Year (C+D = E) \$235,887 (E)

Details of Cash Balance - at the end of the Fiscal Year

Cash on Hand	\$	251,092.29	Utilities	\$	
Fees for Services (non-employee)	\$		Utilities	\$	
Fees for Services (non-employee)	\$				

Total Cash - at the end of the Fiscal Year \$235,887 (F)

Please explain proposed use of the financial assistance from Local Governments

The Transit Alliance uses financial assistance from local governments to support its educational efforts across Middle Tennessee. These include the Transit Citizen Leadership Academy (TCLA) and presentation to civic groups. The TCLA is a six-week, six session academy that is free to attend and gives class participants the tools and confidence to lead conversations about multi-modal transit and is dedicated funding. Presentation to civic clubs another way for us to connect to as many residents in local counties as possible.

I certify that this report accurately presents the cash receipts, disbursements and balances of the

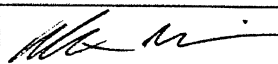
Transit Alliance of Middle Tennessee

for the Fiscal Year noted above.

Name of Nonprofit Organization

Person Preparing Report Alex Macias

Printed Name


Signature

Phone Number 615-743-3051

Email Address alex.macias@thetransitalliance.org

Date 3/18/2020



Transit Alliance of Middle TN 2020 Budget

Payroll +Payroll Taxes	\$133,000
Employee Parking	\$2,700
Parking Validations	\$450
Postage	\$400
Printing	\$1,200
Insurance	\$425
Conferences & Trainings	\$3,500
Supplies	\$2,000
Database Tools & Subscriptions	\$500
Professional Fees	\$32,000
In Area Expenses	\$500
TCLA	\$15,000
Meals & Entertainment	\$900
CMT	\$3,700
Misc	\$500
Total	\$196,775

The Transit Alliance of Middle Tennessee (EIN 27-1568117) is a 501(c)(3) organization and as such your contribution is tax deductible to the extent allowed by law. No goods or services were provided in exchange for your generous donation.

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Brentwood City Commission Agenda

Meeting Date: 06/22/2020

Ordinance 2020-04 - An Ordinance to Adopt the Property Tax Rate for Fiscal Year 2020-2021

Submitted by: Karen Harper, Finance

Department: Finance

Information

Subject

Ordinance 2020-04 - An Ordinance to Adopt the Property Tax Rate for the Fiscal Year Beginning July 1, 2020 and Ending June 30, 2021.

Background

The accompanying ordinance provides for the adoption on second and final reading of the tax rate to fund the FY 2020-2021 proposed General Fund budget. The proposed tax rate is \$0.36 per \$100 of assessed value of taxable property. This levy represents the same effective property tax rate for the City of Brentwood for the 30th year in a row.

Formal public hearings regarding the proposed tax rate were previously held on May 26, 2020 and June 8, 2020. A final public hearing is scheduled before final reading at the June 22, 2020 City Commission meeting.

Please contact the Finance Director if you have any questions.

Staff Recommendation

The staff recommends approval of Ordinance 2020-04 on second and final reading.

Previous Commission Action

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

Ordinance 2020-04 was approved on first reading (7-0) at the May 26, 2020 meeting.

Fiscal Impact

Amount : 12,310,000

Source of Funds: General Fund

Account Number: 110-31100/31120

Fiscal Impact:

The \$.36 tax rate is expected to generate \$12.31 million in revenue in FY 2020-2021 or about 30.2% of the total projected General Fund revenue.

Attachments

Ordinance 2020-04

ORDINANCE 2020-04

**AN ORDINANCE OF THE CITY OF BRENTWOOD, TENNESSEE TO ESTABLISH THE
TAX LEVY FOR THE FISCAL YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE
30, 2021**

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

SECTION 1. That the tax levy for the City of Brentwood, Tennessee for the fiscal year beginning July 1, 2020 and ending June 30, 2021, on each \$100.00 of assessed value of all property (real, personal, public utility, merchants ad valorem, and mixed) within the City of Brentwood, Tennessee, shall be the sum of thirty-six cents (\$0.36), prorated and distributed in accordance with the Budget Ordinance for the same period, same being Ordinance 2020-03.

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

PASSED:	1st reading	_____	PLANNING COMMISSION	_____ <u>n/a</u>
	2nd reading	_____	NOTICE OF PASSAGE	
			Notice published in:	_____ <u>n/a</u>
			Date of publication:	_____
PUBLIC HEARING				
	Notice published in:	<u>Tennessean (Williamson)</u>		
	Date of publication:	<u>5/10/2020</u>		
	Date of hearing:	<u>5/26/20; 6/8/20; 6/22/20</u>	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: 06/22/2020

Resolution 2020-55 - Endorsing Applications for Fiscal Year 2020-2021 Governor's Local Government Support Grants

Submitted by: Karen Harper, Finance

Department: Finance

Information

Subject

Resolution 2020-55 - Endorsement of Applications for Fiscal Year 2020-2021 Governor's Local Government Support Grants

Background

On April 6, 2020, Governor Lee announced \$200 million in grants to be distributed among county and city governments across Tennessee for one-time local expenses in fiscal year 2020-2021. Funds will be distributed as a direct appropriation grant after July 1, 2020. Required documents include the attached applications and resolution passed by the local governing body which must be submitted prior to April 30, 2021. All funds must be expended by June 30, 2023.

Funding is based on population as published by the US Census Bureau July 1, 2018 data. The City of Brentwood is eligible to receive \$967,954 in funds to be used for road projects, technology upgrades, capital maintenance, utility system upgrades, and public safety projects.

As discussed during the FY 2021 budget preparation process, staff is proposing to use \$500,000 towards completion of the project to widen Sunset Road from Concord Road to the new bridge north of Ragsdale Road. The balance of grant monies, \$467,954, is proposed to be used in lieu of a portion of State Street Aid funds towards fiscal year 2020-2021 annual resurfacing costs which total \$2,400,000.

Please direct any questions to Finance Director or Assistant City Manager.

Staff Recommendation

Staff recommends endorsement of the grant applications.

Previous Commission Action

No previous Commission action on this item.

Fiscal Impact

Amount : \$500,000

Source of Funds: Capital Projects Fund

Account Number: 311-43100-1051

Fiscal Impact:

The \$500,000 in grant funds will be deposited in the Capital Projects Fund to help offset final construction and engineering costs associated with completion of the Sunset Road widening project.

Amount : \$467,954

Source of Funds: Capital Projects Fund

Account Number: 311-43100-1000

Fiscal Impact:

The grant funds will be deposited in the Capital Projects Fund to be used to offset a portion of the FY 2021 street resurfacing costs.

Attachments

Resolution 2020-55

Application for Local Government Support Grants - Sunset Road

Application for Local Government Support Grants - Road Resurfacing

RESOLUTION 2020-55

A RESOLUTION OF THE CITY OF BRENTWOOD, TENNESSEE TO ENDORSE AN APPLICATION FOR GRANT FUNDING FROM THE LOCAL GOVERNMENT SUPPORT GRANTS PROGRAM

WHEREAS, Tennessee Public Chapter No. 651, Title III-22, Items 10.33-34 established the Governor's Local Government Support Grants which provides funding that local governments may request; and

WHEREAS, the City of Brentwood is in need of funding for a project(s) that meets all of the requirements of Tennessee Public Chapter No. 651, Title III-22, Items 10.33-34; and

WHEREAS, the City of Brentwood is requesting \$967,954.00 in grant funding of which \$500,000.00 will be used towards the Sunset Road Widening project and \$467,954 towards road resurfacing; and

WHEREAS, it is agreed that this City of Brentwood will comply with the Terms of Agreement prescribed by the State Department of Finance and Administration; and

WHEREAS, the City of Brentwood hereby authorizes the Mayor to submit the application to the State Department of Finance and Administration, requesting approval to proceed with this project; and

WHEREAS, it will be necessary to budget a total of \$967,954.00 in additional funds in the Capital Projects Fund.

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

SECTION 1. That the Board of Commissioners of the City of Brentwood requests the State Department of Finance and Administration for initial approval of this project to fund the Sunset Road Widening project and road resurfacing projects in accordance with the provisions of Tennessee Public Chapter No. 651, Title III-22, Items 10.33-34. A list of expenditures included in this project on behalf of this City and is attached as Attachment A.

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:

RECORDER

Holly Earls

CITY ATTORNEY

Kristen L. Corn

**GOVERNOR'S LOCAL GOVERNMENT SUPPORT GRANTS
Application for Funding and Uses Certification**

1. Local Government Information:

Name	City of Brentwood
Address	5211 Maryland Way
	Brentwood, TN 37027
Project Name	Sunset Road Phase II
Fund Where Proceeds Will Be Accounted For	Capital Projects Fund
Mayor's Name	Rhea Little
Contact Name (if other than Mayor)	Jay Evans
Contact Email Address	jay.evans@brentwoodtn.gov
Contact Telephone Number	615-371-0060

2. Project Category (check box):

IT Hardware Upgrades	☐	Capital Maintenance*	☐	Utility System Upgrades	☐
Road Projects*	☒	Public Safety*	☐	Covid-19 Response	☐

*Could include tornado relief projects for Benton, Bradley, Carroll, Davidson, Gibson, Hamilton, Marion, Shelby, Putnam, Rutherford, Smith, Tennessee, Union, and Wilson counties

3. Total Project Cost:

State Grant Funds Requested	\$ 500,000.00
Local Funds (not required)	\$ 1,655,000.00
Total Project Funding	\$ 2,155,000.00

4. Description of Project:

Add detail for what will be completed with these funds. Submit a separate document if needed for description. Use Item 5, Summary of Uses of State Grant Funds, below to outline budget.

Fiscal Year 2021 expenditures totaling \$2,155,000, provide for the widening of Sunset Road from Concord Road to the new bridge north of Ragsdale. The improvements will include 3-lane curb and gutter cross-section with a 10-foot wide multi-use path on the west side.

5. Summary of Uses of State Grant Funds:

Description	Amount
Construction costs - Grant funds	\$ 500,000.00
Construction costs - Local funds	\$ 1,500,000.00
Engineering costs - Local Funds	\$ 55,000.00
Right of Way - Local Funds	\$ 100,000.00
Total Expenditures:	\$ 2,155,000.00

6. Agreement to Terms and Conditions:

In order to request funding from this project, you must agree to the terms and conditions specified in the PC 651 enacted by the 2020 General Assembly. The Mayor should sign the box below indicating the acceptance or the completion of each item:

I agree to present a resolution to the local governing body which will authorize participation in this project and outline the necessary budget amendments that will be necessary to account for the expenditures. A copy of this resolution must be included with this request.

I agree that under no circumstances shall the county/city use these funds in a manner other than what has been requested and approved.

I acknowledge that the county/city has the option to use this funding as a portion of a larger project and, if so, the full project budget will be requested including the amount and source of local funding added to the project and the budget submitted will include the total of requested funds and local funds.

I acknowledge that this funding is only to be used for the non-recurring purposes as approved. I understand that this funding is not to be used for general operations, bonuses or raises for employees, or for the repayment of debt. This funding cannot be passed through to another entity.

I acknowledge that this funding is subject to audit by the Comptroller of the Treasury as to the expenditure and obligation of such funds. I further acknowledge that any unspent grant funds remaining after completion of the approved project will be returned to the state.

Signature

Title

Application Deadline is April 30, 2021.

Return completed and signed Application for Funding and Uses Certification, along with approved resolution, to Troy Williamson at Localgov.Grants@tn.gov.

Please refer to www.tn.gov/localgovgrants for FAQ Document and additional information.

For State Use Only:

Reviewed and approved by representative of the Department of Finance and Administration

Signature

Name

Title

Email

Date

**GOVERNOR'S LOCAL GOVERNMENT SUPPORT GRANTS
Application for Funding and Uses Certification**

1. Local Government Information:

Name	City of Brentwood
Address	5211 Maryland Way
	Brentwood, TN 37027
Project Name	Road Resurfacing
Fund Where Proceeds Will Be Accounted For	Capital Projects Fund
Mayor's Name	Rhea Little
Contact Name (if other than Mayor)	Jay Evans
Contact Email Address	jay.evans@brentwoodtn.gov
Contact Telephone Number	615-371-0060

2. Project Category (check box):

IT Hardware Upgrades	☐	Capital Maintenance*	☐	Utility System Upgrades	☐
Road Projects*	☒	Public Safety*	☐	Covid-19 Response	☐

*Could include tornado relief projects for Benton, Bradley, Carroll, Davidson, Gibson, Hamilton, Marion, Shelby, Putnam, Rutherford, Smith, Tennessee, Union, and Wilson counties

3. Total Project Cost:

State Grant Funds Requested	\$ 467,954.00
Local Funds (not required)	\$ 1,932,046.00
Total Project Funding	\$ 2,400,000.00

4. Description of Project:

Add detail for what will be completed with these funds. Submit a separate document if needed for description. Use Item 5, Summary of Uses of State Grant Funds, below to outline budget.

Fiscal Year 2021 expenditures totaling \$2,400,000, provides for the annual resurfacing of City streets under the City's pavement management system. The actual streets are determined in accordance with an annual field assessment which prioritizes resurfacing based on the need for repairs.

5. Summary of Uses of State Grant Funds:

Description	Amount
Construction costs - Grant funds	\$ 467,954.00
Construction costs - Local funds	\$ 1,932,046.00
Total Expenditures:	\$ 2,400,000.00

6. Agreement to Terms and Conditions:

In order to request funding from this project, you must agree to the terms and conditions specified in the PC 651 enacted by the 2020 General Assembly. The Mayor should sign the box below indicating the acceptance or the completion of each item:

I agree to present a resolution to the local governing body which will authorize participation in this project and outline the necessary budget amendments that will be necessary to account for the expenditures. A copy of this resolution must be included with this request.

I agree that under no circumstances shall the county/city use these funds in a manner other than what has been requested and approved.

I acknowledge that the county/city has the option to use this funding as a portion of a larger project and, if so, the full project budget will be requested including the amount and source of local funding added to the project and the budget submitted will include the total of requested funds and local funds.

I acknowledge that this funding is only to be used for the non-recurring purposes as approved. I understand that this funding is not to be used for general operations, bonuses or raises for employees, or for the repayment of debt. This funding cannot be passed through to another entity.

I acknowledge that this funding is subject to audit by the Comptroller of the Treasury as to the expenditure and obligation of such funds. I further acknowledge that any unspent grant funds remaining after completion of the approved project will be returned to the state.

Signature

Title

Application Deadline is April 30, 2021.

Return completed and signed Application for Funding and Uses Certification, along with approved resolution, to Troy Williamson at Localgov.Grants@tn.gov.

Please refer to www.tn.gov/localgovgrants for FAQ Document and additional information.

For State Use Only:

Reviewed and approved by representative of the Department of Finance and Administration

Signature

Name

Title

Email

Date

Brentwood City Commission Agenda

Meeting Date: 06/22/2020

Resolution 2020-58 - Authorizing the Annual Procurement of Materials and Services from Vendors in Amounts Equal to or Exceeding \$10,000 during FY 2021

Submitted by: Karen Harper, Finance

Department: Finance

Information

Subject

Resolution 2020-58 - Authorizing the Annual Procurement of Materials and Services from Vendors in Amounts Equal to or Exceeding \$10,000 during FY 2021.

Background

The staff is requesting authorization to purchase products and services during FY 2021 that are expected to cumulatively exceed \$10,000 in cost of like items during the fiscal year. Attachment A provides the listing of vendors, descriptions and estimated purchases. The annual procurement of products and services are described within and typically fall within one of the following categories:

- Sole source service providers (i.e. utilities, software maintenance contracts, equipment maintenance contracts, etc.);
- Vendors on the approved state contract list or who have contracts under other City Commission approved cooperative purchasing agreements;
- Materials/services that have been bid out or for which cost quotes are received on a periodic basis or at the time of purchase (i.e. fuel, auto parts, landscaping supplies, etc.);
- Continuing service contracts that were approved by the Board of Commissioners in a prior year;
- Professional service vendors (engineers, surveyors, etc.);
- Lower cost supplies and materials that will be routinely purchased throughout the year, often by multiple departments, but may cumulatively exceed \$10,000 in cost by the end of the fiscal year.

Approval of the attached list authorizes in advance purchases of basic products and services that in many cases are routine in nature but are essential to the daily operations of the City. This approach enables City departments to operate in the most efficient manner possible during the year by being able to procure materials and services quickly with reduced paperwork burden and without the need to schedule additional agenda items for

approval by the City Commission.

Note that purchases will not be made from all vendors on this list. In many cases, there are multiple vendors listed for the same types of products (i.e. fuel, auto parts, equipment repair, firearm supplies, etc.). When purchases of these items are made, staff will normally get quotes from the different vendors on this list and purchase from the vendor that provides the lowest quote for the item being purchased. On a periodic basis, the various departments do request quotes from vendors providing the same type of materials or services to ensure that the City is receiving the best possible unit price for materials and services necessary for its operations. For fuel and other like items, it is very difficult to hold price quotes for more than a day or two due to wide fluctuations in cost in the market.

Please note that the City Commission also authorizes the purchase of additional products or services outside the scope of this list throughout the year, either by approval of a resolution authorizing a contract for services or by motion authorizing the purchase of unique materials or equipment, such as vehicles.

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

Staff Recommendation

Staff recommends approval of the accompanying resolution.

Fiscal Impact

Amount :

Source of Funds:

Account Number:

Fiscal Impact:

All purchases made from the approved list of vendors will be carried out in accordance with the City's purchasing policies and based on the availability of budgeted funds in the FY 2020-2021 adopted budget.

Attachments

Resolution 2020-58

FY 2020-2021 Over \$10,000 Vendor List

RESOLUTION 2020-58

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

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

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

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

SECTION 1. That the annual procurement of materials and services in cumulative amounts expected to equal or exceed \$10,000.00 from the vendors designated on Exhibit A as attached hereto is hereby approved, provided that such approval shall be for Fiscal Year 2021 (July 1, 2020 - June 30, 2021) and that the City Manager is hereby directed to seek approval for such purchases in subsequent fiscal years at the beginning of each fiscal year.

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

MAYOR Rhea E. Little, III

ADOPTED: _____

Approved as to form:

RECORDER Holly Earls

CITY ATTORNEY Kristen L. Corn

Attachment A to Resolution 2020-58

CITY OF BRENTWOOD

ANTICIPATED SERVICES AND MATERIALS WHERE CUMULATIVE PAYMENTS ARE EXPECTED TO EXCEED \$10,000 DURING FISCAL YEAR 2020 - 2021

Vendor	Description	Amount
Advance Digital Solutions	Provides maintenance for Verint security cameras.	11,000
A T & T	Provides 911 service, one T-1 line, and CAD monthly maintenance.	100,000
A T & T Mobility	Covers wireless telephone service for various departments, mostly used for mobile data air cards for Police, Fire and Rescue, Codes, Technology, and Water Services.	50,000
AWE (Alternative Work Environments Inc.)	Provides educational software and hardware for the Children's Library.	25,000
Accuimage, LLC	Provides software and related services for the document imaging (scanning) system used by Police, Legal, City Recorder, Business Tax Departments and the Water Billing Department.	20,000
Advance Auto Parts	Supplier of fleet maintenance parts and supplies for Public Works and Fire and Rescue.	45,000
Advanced Turf Solutions	Provides fertilizer types and other soil treatment products for the Parks Department.	20,000
Alphagraphics of Franklin	Cumulative purchases of standardized printing for stationary, envelopes, brochures, concert cards, business cards and city-wide newsletters.	35,000
Applied Concepts	Provides Police traffic radar (Stalker) and supplies.	20,000
Aramark Refreshment Services	Supplier of coffee, tea and related supplies to City departments. Also provides water purifying systems for several City Departments.	20,000
Aramark Uniforms	Provides for the cumulative purchase of Police uniforms and engraving badges. Also provides the cleaning of the mats at the Library.	12,500
Arista Information Systems, Inc.	Provides printing and mailing services for the Water Services Department utility bills.	80,000
Atmos Energy	Provides natural gas at the Service Center and Safety Center East facility.	20,000
Auto Zone	Provides truck fleet parts for Public Works, Parks, and Police Departments.	15,000
Axon Enterprises	Provides annual recertification of tasers for the Police Department.	12,000
Baker and Taylor	Provides for the cumulative purchase of books and audio-visual materials for the Library.	100,000
Bibliotheca (formally 3M)	3M Cloud Library e-book collection with wireless browsing and borrowing, and Internet-free reading. Provides easy-to-use apps that are available for most devices.	12,000
Bobcat of Nashville	Provides Bobcat maintenance for the Parks Department and chipper parts for Public Works.	20,000

Body Armor	Angel Armor and GT Distributors provide body armor depending on size and availability.	27,000
Boozer, Ted	Provides appraisals for the acquisition of ROW for road projects and utility easements and other property acquisitions.	80,000
Bradley Chemical	Provides chemicals for the Public Works and Water Services Departments.	12,500
Bryan, Pendleton, Swatts & McAlister	Actuarial consultants who provide rate (cost) determinations for OPEB and TCRS benefit plans.	15,000
CDW-G	Provides anti-virus and 2FA maintenance. Also provides Adobe licensing, VMWare, and Veam renewals for Technology Department.	85,500
C.I. Thornburg	Sensus water meter distributor for Middle Tennessee area as well as a supplier of parts for Water Services Department.	85,000
CMI Equipment Sales	Provides service and parts for Public Works heavy equipment.	30,000
Caliber Collision (formally Prices Collision)	A convenient local provider of maintenance and repairs for Police and Parks Department vehicles.	45,000
Cengage (formally Gale)	Provides business databases and reference e-books for the Library.	60,000
Central Square (formally TriTech and Superion)	Provides CAD software maintenance and support. Police Record Management System maintenance and support. Also provides maintenance/support/training services for software and computer system.	125,000
Christmas Displays	Provides holiday decorations for the City including decoration of the holiday tree at the Library and replacement of street banners.	25,000
Chrysler, Dodge, Jeep of Franklin	A convenient local provider of maintenance and repairs for Police Department vehicles throughout the year at a discounted rate.	45,000
Cintas	Provides uniforms for the Parks, Public Works, and Water Services Departments as well as rug cleaning services for the Service Center and Library.	65,000
City of Franklin - Utility	Storm water fee and sewer service for the Service Center.	12000
Civil & Environmental Consultants (CEC) Franklin	Provide professional services in the area of storm water management in support of out MS4 permit issued by the State of Tennessee.	30,000
Civil Constructors, Inc.	Provides specialized heavy equipment for construction and operational services, or emergency disaster for the Public Works and Parks Departments and Water Services as needed.	50,000
Clarke Power	Provides apparatus repair for the Fire and Rescue Department.	20,000
CommTech	Provides maintenance for the telemetry systems and early warning siren systems. Will complete the 911 upgrade for the Police, Fire and Rescue Departments and the Communication Center.	60,000

Consolidated Pipe Supply	A supplier of pipe and fittings for Water Services Department infrastructure.	40,000
Contract Properties	Provides miscellaneous repairs to park facilities.	20,000
Copy Solutions	Provides printing services, target, and t-shirts for the Police Department.	15,000
Collier Landscaping (Formally Randy Youngblood Nursery LLC)	Cumulative purchase of shrubs and trees for various departments and projects.	25,000
Crawford Land Surveyors, Inc.	Provides land surveying and construction stakeout services for Engineering & Public Works such as drainage easements and roadway projects.	20,000
Cummins of Nashville	Provides for specialized repairs to Fire and Rescue apparatus.	15,000
Cues, Inc.	Provides sole source technical support for sewer underground CCTV system.	15,000
Cunningham Construction Company	Provides specialized drainage and pipe installation, or emergency disaster as needed for Public Works, Parks and Water Services projects.	50,000
Cushman Wakefield	Provides property management services including reimbursement of building maintenance expenses for the Municipal Center, Service Center, and Library. Also includes construction management services including architectural services and reimbursement of contractors for the current facility improvements at the Municipal Center.	775,000
D&D Overhead Door	Provide maintenance of bay doors, controls and related accessories for the Fire and Rescue Department.	12,500
DLT Solutions	Provides the City NetApp network storage for backup and recovery.	35,000
Data Transfer Solutions - VueWorks	Provides sole source asset management program assistance for VueWorks AM software for the Water Services Dept.	18,000
The Davenport Group USA Ltd.	Provides annual software maintenance for LAMA, the Planning and Codes Department permitting software.	30,000
Davis House	Provides forensic interviews and investigative assistance to the Police Department in child abuse cases.	10,000
Dell Marketing, LP	Provides computer hardware under State contract to ensure compatibility with existing servers used by all City Departments. Also, provides software, including Office 365, services and maintenance renewals.	502,500
Department of Commerce & Insurance	Provides firefighter training.	15,000
Dickens Landscape Supply	Provides fertilizer types and other soil treatment products for the Parks Department.	40,000
EBSCO	Provides for the cumulative purchase of magazines and newspapers for the Library.	30,000
ESRI, Inc. (Environmental Systems Research Institute)	Provides specialized GIS software for city-wide mapping system for the Technology Department and other professional services.	50,000

Emergency Vehicle Specialist Mid South/G&W Diesel	Miscellaneous purchase of Fire and Rescue Department tools and equipment such as flashlights, nozzles, pike poles, hydrant wrenches, turnout gear, and fire hose.	50,000
Emergency Reporting	Provides RMS for the Fire and Rescue Department.	15,000
EnvisionWare	Maintenance for the RFID hardware and software.	10,000
Findaway/Playaway	Cumulative purchase of recorded audio books in preloaded MPS format for the Library. Also provides preloaded tables and video players.	15,000
Firearms and Firearms Related Equipment	Offers State contract pricing on ammunition and other Law Enforcement equipment to be purchased from the following vendors: Gulf States Distributors, Brownells and Precision Delta.	40,000
Firestone Complete Auto Care	Provides tires under state contract and routine maintenance for police, Technology, Parks, Police and Fire vehicles.	20,000
First Response	Provides emergency response services associated with environmental remediation's and clean up.	50,000
Ford of Franklin	A convenient local provider of maintenance and repairs for Police and Parks Department vehicles throughout the year.	20,000
Fuel Vendors	Various vendors periodically provide competitive quotes for the purchase of unleaded gas and diesel fuel for larger fuel storage tanks. The vendors include J. B. Weimer, Kimbro Oil Co., Mansfield Oil, Parman Energy, Petroleum Traders, Tri-Star, Fuel Masters, LLC and Truman Arnold Companies.	450,000
G & C Supply Company, Inc.	Provides sign parts and post supplies for the Public Works Department and water and sewer facility repair parts for the Water Services Department along with miscellaneous Parks and fire fighting equipment for Fire and Rescue.	135,000
G.T. Distributors, Inc.	Provides patrol car light bars and other Police Department equipment.	15,000
Gall's	Supplier of the Police Department and ECD for various types of uniforms, handcuffs, light bars, and other equipment needed to carry out their duties.	30,000
Gateway Tire & Service Center	Provides vehicle service, repair work and tires for Public Works, Parks, Water Services and Engineering Departments. They are conveniently located to the Service Center and provide roadside services.	50,000
Graybar	Provides fiber optic cable, fiber testing equipment, pull boxes, fiber patch cables, fiber splice ends and electric parts for street lighting for Traffic Signalization Department. Provides security cameras and associated maintenance items for the Parks Department.	30,000
Greater Nashville Regional Council	Annual dues to Greater Nashville Regional Council and Metropolitan Planning Organization.	30,000
HMB Professional Engineers	Provides as needed land surveying and construction layout services such as road projects and locating drainage easements throughout City for Public Works, Engineering, and Water Services Departments.	60,000
Hayes Pipe & Supply	A supplier of specialized pipe and fittings for Water Services Department infrastructure.	40,000

Home Depot, Inc.	Provides repair parts and supplies for various departments throughout the year.	60,000
Infogroup (formerly Info USA Marketing, Inc.)	Provides electronic reference databases used by the Library.	12,500
Ingram Books	Cumulative purchase of books and audio-visual materials for the Library.	75,000
Innovative Interfaces, Inc. (formally Polaris)	Coordinates, automates and integrates cataloging, circulation, acquisitions, serial control, PAC functions and many third-party partners for the Library .	35,000
Insight Public Sector, Inc.	Provides updates, maintenance and service for Police and other department's in-car video cameras and for the software used for collecting and preserving recorded video. Technology purchases iPads, software, hardware and Services. Renewal of phone system components, ZOOM, XMedius, SynApps and Smartnet for network and phone system. Fire Department purchases Rocket maintenance. Increase is due to the vendor being on a City commission approved purchasing agreement with U.S. Communities IT Products & Services. This will allow competitive pricing.	120,000
Insight Software	Provides technical support for the Budget Accelerator and Spreadsheet Server software for the Finance Department.	11,000
J. Todd Moore (Attorney at Law)	Provides title work and legal representation for the City in the acquisition of right of way and easements for public improvement projects.	90,000
John Bouchard and Sons	Provides technical expertise and emergency repair services for Water Services Department pump stations and annual inspections of automatic sprinkler systems for Fire and Rescue Department.	95,000
Kane Konnections	Fiber optic installation and repair.	45,000
Kelsan	Provides janitorial supplies to the Parks Department.	20,000
Library Ideas (Freegal)	Provides online database used for the Library.	25,000
Locution	Provides Fire Station Alerting System software/hardware, support and maintenance	15,000
Mallory Valley Utility District	Provides water services to the City, used by various departments.	17,000
Meade Equipment (formally Powerplan)	Provides cumulative repair services for equipment such as backhoes and gradalls for Public Works.	20,000
Medtronic/Physio Control Corp.	Provides maintenance for the defibrillators in the Library and Fire and Rescue Departments as well as provides miscellaneous supplies such as cables.	15,000
Microbac Laboratories	Local, state approved vendor for required water quality tests are performed.	18,000
Mid American Specialties	Provides community and DARE educational products.	12,500
Middle Tennessee Electric	Provides electricity to the City, used by various departments for buildings and street lighting.	380,000
Middle Tennessee Erosion Control	Provider of matting seed and bank stabilization products and services.	16,000

Midsouth Solutions	Provider of uniforms for the Police Department.	15,000
Mid Tenn Turf	Provides sod, seed and other landscaping products for the Parks Department and Historic Properties.	12,500
Midwest Tape, Inc.	Provides for the cumulative purchases of audio-visual materials used by the Library.	55,000
Millennium	Provides messenger cable, pull boxes, utility hardware for traffic poles, fiber testing equipment, and fiber optic cable for Traffic Signalization Department.	20,000
Moody's Gradework, LLC	Provides specialized drainage and concrete work for in- house construction projects for Public Works and Parks Departments.	50,000
Moody's Tire and Auto Service	Supplies tires and services for Fire and Rescue, Planning & Codes, Police, Parks, Technology and Water Services Departments under State contract.	65,000
MS Govern/Harris	Provides software and maintenance support for the utility, human resources, and financial management systems of the City.	95,000
MTMC Enterprises (dba Greene's Military)	Cumulative purchases of the Police department uniforms, body armor and other equipment, such as finger print equipment, handcuffs, light bars, and other equipment depending on availability.	35,000
Municipal Emergency Services Depository	Provides maintenance and replacement parts for Fire and Rescue Department's self contained breathing apparatus, turnout gear and uniforms.	65,000
Musco Sports Lighting Inc.	Provides periodic upgrades to existing lighting equipment in the parks.	20,000
N4Mative	Provides technology consulting services, including Net App consulting.	20,000
NAEFCO	Provides miscellaneous fire equipment such as hose, hand tools, portable lights and nozzles.	15,000
Napa Auto Parts	Cumulative purchase of repair parts for vehicle fleet in Water, Parks, Public Works and Fire & Rescue Departments.	50,000
Nashville Electric Service	Provides electricity to the City, used by various departments for buildings and street lighting.	780,000
Neely Coble Freightliner	Provides parts and service for Freightliner trucks.	30,000
Neel Schaffer	Provides traffic engineering services, including traffic analysis, signal warrant studies, signal interconnect services, and review of traffic impact studies for the Planning Department, Public Works and Parks.	80,000
NEMT (Network Essentials of Middle Tennessee)	Provides integrated low voltage wiring solutions for the Municipal Center and the other city buildings as needed.	15,000
Nixon Power	Cumulative purchases of repair services for equipment such as front end loaders and generators at City buildings.	20,000
Norman Hall & Associates	Provides real estate appraisals for right-of-way and easements to be acquired for City projects, primarily road and utility projects.	50,000

OCLC	Provides cataloging and metadata services which are based on WorldCat, to extend and enhance the power of local and global library cooperation.	36,000
On Duty Depot	Police emergency vehicle equipment and installations	60,000
One Source (formally John Deere Landscaping)	Provides fertilizer types and other soil treatment products for the Parks Department.	30,000
Optiv Security	Firewall purchases and maintenance renewal. Also provides network consulting.	75,000
Orr Safety	Provides hazardous materials monitoring equipment.	12,500
OverDrive	Provides downloadable e-books for check-out at the Library.	30,000
Parke Company	Provides tree and shrub services including pruning, tree removal, branch removal for the Parks and Historic Properties.	55,000
Piedmont Gas	Provides natural gas service to the Cool Springs House, Fire Station No. 2, Library and Municipal Center.	70,000
Pomeroy	Provides software including NetApp, renewal of software, technology consulting services and Cisco computer network equipment through the TN State contract. Will be buying software and renewing existing software. Renewal of phone system components, ZOOM, Xmedius, SynApps, and Smartnet for network and phone system. Renewal of VMWare. Hardware, software and maintenance for ISE project.	15,000
Precision Cutting Concrete	Provides removal of sidewalk trip hazards for the Public Works Department.	15,000
Presidio	Provides software including NetApp, renewal of software, technology consulting services and Cisco computer network equipment through the TN State contract. Will be buying software and renewing existing software. Renewal of phone system components, ZOOM, Xmedius, SynApps, and Smartnet for network and phone system. Renewal of VMWare. Hardware and software for ISE project.	220,000
Purchase Power	Online postage vendor for the Library.	20,000
RG Phillips Consulting, LLC	Provides traffic engineering work - mainly signal timing, speed hump studies, stop sign reviews, etc.	30,000
Rainmaker	Provides irrigation parts and services including pond aeration at Powell Park.	15,000
Recorded Books	Cumulative purchase of recorded audio books on cassette and CD for the Library.	75,000
Republic	Solid waste collection for Fire and Rescue, Safety Center East, and Parks Department.	17,000
Reserve Account	Provides basic postage for the Pitney Bowes mailing machines at the Municipal Center and Library.	18,000
Reynolds Electric	Provides electrical service and repairs for the Parks Department.	20,000

Rogers Group, Inc.	Provides 8-12" size machine rip-rap for projects as needed.	20,000
Royal Range USA	Provider of facilities, ammunition and other Law Enforcement Equipment.	12,500
S & W Contracting Co.	Cumulative purchase of specialized traffic signal equipment and maintenance on an as needed basis for Public Works Department.	50,000
Safe Industries	Provides turnout gear for Fire and Rescue Department.	45,000
Save On Printing Co.	Cumulative purchases of specialized printing for coloring books, community guides, folders, brochures, concert cards, business cards, and envelopes.	20,000
Service King	A convenient local provider of collision repairs City vehicles.	20,000
Sir Speedy	Works with graphic artist on printing needs utilizing standardization of City Logos, colors, fonts, etc.	15,000
SiteImprove	Software that provides Website enhancements, works towards accessibility compliance, drive search engine traffic, meet data privacy requirements, and measures website performance and ROI, all from a single platform.	15,000
Smith & Tomkins	Represents City in appeals from City Court, and in other matters in which City is plaintiff, or when insurance coverage does not provide legal defense.	20,000
Smith Turf and Irrigation Co.	Provides parts for repair and maintenance of irrigation and turf equipment used by the Parks Department.	20,000
Southern Lighting & Traffic	Cumulative purchases of equipment and parts (signal heads, switches, detectors, controllers, LEDs etc.) for traffic signals and video system on an as needed basis during the year.	70,000
Southern Sales	Provides technical support of sole source equipment and optional equipment and pump station maintenance and supplies.	50,000
Spatco (Formally Midsouth Pump Sales/Service)	Maintains and repairs all city owned fuel tanks & pumps.	20,000
Stansell Electric	Cumulative purchases of equipment and parts (signal heads, switches, detectors, controllers, etc.) for traffic signals and video system on an as needed basis during the year.	30,000
Sullivan Engineering, Inc.	Provides miscellaneous civil engineering services (storm drainage, roads, etc.) on an as needed basis, used by Public Works.	50,000
Sunbelt Rental	Provides rental of pumps, generators and other supplies for Water Services Department on an as needed basis for emergency situations.	75,000
Tapco	Provides cell service and remote access to school flashers, which also includes upgrades to the school zone clocks.	16,000.00
Temple Trucking	Provides chirt material for hiking trails at Smith Park.	20,000
Tennessee Fire Service and Codes	Provides training, food, and lodging for Fire and Rescue staff training.	18,000

Tennessee One-Call	Identifies underground utilities before digging for Public Works and Water Services.	30,000
Tennessean/Williamson AM Newspapers Inc.	Employment advertisements, legal notices for various city departments, boards and projects and newspaper subscriptions.	30,000
Tennessee Municipal League Risk Management Pool (Public Entity Partners)	Provides combined worker's compensation insurance for \$150,000 , general liability insurance for \$260,000 and property insurance for \$100,000 for the City as well as most Tennessee cities. Balance used to cover deductibles.	700,000
Terra Firma Landscaping	Provides landscaping services for the Cool Springs House, Ravenswood Mansion, City gateway areas, interchanges, and the Wall at Maryland Way and Franklin Road.	80,000
TN Dept. Env. & Conservation	Various regulatory and laboratory fees for Water Services, Public Works and Engineering Departments.	30,000
Tommy Hollingsworth Masonry	Provides as needed rock stone work for construction of mailboxes and headwalls associated with road improvement projects.	15,000
Tractor Supply Company	Cumulative purchases of supplies for various departments such as vehicle supplies, construction outerwear and small parts for mowers and tractors.	15,000
Tri-Turf	Provides sod, seed and other landscaping products for the Parks Department and Historic Properties.	12,500
Trucker's Lighthouse	Cumulative purchase of accessory equipment for police cars, Fire, PW, WS.	40,000
True North	Provides GIS Consulting.	20,000
Turf Grass of TN	Provides sod, seed and other landscaping products for the Parks Department and Historic Properties.	12,500
Tyler Technologies	Provides maintenance for the Court Software and Report Management Software.	30,000
U.S. Postmaster	Annual cost of bulk mail services for the City newsletters and other bulk mailings.	15,000
Utility	For purchase of rocket and maintenance for Police and Fire Vehicles.	40,000
Verizon	Covers wireless telephone service for Police, Fire and Rescue, and other departments, and cell phone services for the City Commission.	25,000
Vertiv Corporation	UPS maintenance renewal for MC and to purchase UPS batteries.	55,000
Vigilant Solutions	Supplies license plate recognition (LPR) cameras, hardware and software databases utilized to capture license plate date at a specific location and time that may be used for investigative purposes.	25,000
Vulcan Materials Company	Cumulative purchases of various sized stone for Public Works, Water Services, and Parks Departments as needed from Franklin Plant.	30,000
Walter A. Wood Supply Company	Provide Public Works and Water Services Departments with UPM used for road patches and pothole repairs.	15,000
Waypoint Solution	Provides consulting services to the Technology Department.	20,000

Wascon Inc.	Provides sole source grinder pump stations for Water Services Department.	250,000
Williamson County Landfill	Tipping fees for chipper service and containers for semi-annual neighborhood clean-up and Water Services and Parks waste material.	55,000
Wireless Plus	Provides radio maintenance for the Police Department.	11,000
Wold/HFR Design, Inc.	Provides on-call construction plans review to determine code compliance of large commercial or institutional type projects. Also provides engineering services as needed for specialized needs.	50,000
Williamson Farmers Co-op	Provides small tools, landscaping supplies, fertilizing supplies and equipment rental for Public Works & Parks.	15,000
Xylem Dewaterind Solution	Emergency services option for Water Services Dept. Provides immediate portable pumping, portable generator and environmental clean up services during emergencies.	100,000

Brentwood City Commission Agenda

Meeting Date: 06/22/2020

Notice of Future Appointment of Two (2) Members to the Board of Building Construction Appeals (for Information Only)

Submitted by: Holly Earls, Administration

Department: Administration

Information

Subject

Notice of future appointment of two (2) members to the Board of Building Construction Appeals (for information only)

Background

At the August 10, 2020 meeting, the Board of Commissioners will appoint two (2) members to the Board of Building Construction Appeals. The BBCA is responsible for hearing appeals and making decisions for applicants who believe the City's building inspector or Engineering Department have erred in their decisions related to the interpretation of the adopted building and land disturbance codes. The BBCA also hears requests for variances from the requirements of the City's flood ordinance and conducts hearings in regard to structures that are determined to be unfit for human occupation.

In accordance with Section 14-41 of the Code of Ordinances, one appointee to the BBCA must be a building contractor representative and one appointee must be a member at large representative for the building industry. Applicants must also be residents of the City of Brentwood. The appointees will serve a three (3) year term expiring on August 31, 2023. The positions on the Board are currently held by Todd Craver and David Flow.

Applications must be submitted by Friday, July 10, 2020 to be considered. Applications can be completed online at our website www.brentwoodtn.gov/volunteerboards, completed in person at Brentwood City Hall, or mailed to the City Recorder, 5211 Maryland Way, Brentwood, TN 37027.

Notice of the upcoming appointments and process/deadline for applications will also be published in the *Tennessean's* "Williamson" section and posted on the City's web page (www.brentwoodtn.gov) and on the Brentwood City Government Cable Channel (BTV).

Staff Recommendation

n/a

Fiscal Impact**Attachments**

No file(s) attached.

Brentwood City Commission Agenda

Meeting Date: 06/22/2020

Notice of Future Appointment of Three (3) Members to the Environmental Advisory Board
(for Information Only)

Submitted by: Holly Earls, Administration

Department: Administration

Information

Subject

Notice of future appointment of three (3) members to the Environmental Advisory Board (for information only)

Background

At the August 10, 2020 meeting, the City Commission is scheduled to appoint three (3) members to the Environmental Advisory Board. The appointees will each serve a two (2) year term ending August 31, 2022. The three positions on the Board are currently held by David Carden, Chris Cummins, and Barry Evans.

Applicants must be residents of the City of Brentwood. Applications must be submitted by Friday, July 10, 2020 to be considered. Applications can be completed online at our website www.brentwoodtn.gov/volunteerboards, completed in person at Brentwood City Hall, or mailed to the City Recorder, 5211 Maryland Way, Brentwood, TN 37027.

Notice of the upcoming appointment and process/deadline for applications will also be published in the *Tennessean's* "Williamson" section and posted on the City's web page (www.brentwoodtn.gov) and on the Brentwood City Government Cable Channel (BTV).

Staff Recommendation

n/a

Fiscal Impact

Attachments

No file(s) attached.
