



**CITY OF SPRING HILL
BOARD OF MAYOR AND ALDERMEN
WORK SESSION PACKET**

**MONDAY, JANUARY 4, 2016
6:00 P.M.**

Board of Mayor and Aldermen:

Rick Graham, Mayor

Bruce Hull, Jr., Vice-Mayor

Jonathan Duda

Matt Fitterer

Keith Hudson

Chad Whittenburg

Kayce Williams

Amy Wurth

Susan Zemek

***City of Spring Hill
P.O. Box 789
Spring Hill, TN 37174***

***Phone 931.486.2252
Fax 931.486.0516
www.springhilltn.org***

**CITY OF SPRING HILL
BOARD OF MAYOR AND ALDERMEN
WORK SESSION
MONDAY, JANUARY 4, 2016
6:00 P.M.**

Call to order

Stipulation of members present

City Administrator/Department Head Comments

Mayor's Comments

Concerned Citizens

STAFF ASSOCIATED ITEMS

1. Consider Resolution 16-01, to approve the purchase of a bucket truck. *(considered by the Budget and Finance Advisory Committee on January 4, 2016)* Jeff Foster, Public Works Director
2. Consider Resolution 16-02, to authorize the purchase a new administrative fire vehicle and installation of ancillary equipment. *(considered by the Budget and Finance Advisory Committee on January 4, 2016)* Terry Hood, Fire Chief
3. Consider Resolution 16-03, to appoint a member to the Parks and Recreation Commission. Kevin Fischer, Parks and Recreation Director.
4. Consider Resolution 16-04, to appoint a member to the Library Board of Directors. Gail Adkins, Interim Library Director.
5. Consider Resolution 16-05, to authorize the City Attorney to prepare a resolution providing for vacation and holiday hours for uniformed fire department shift personnel. Jonathan Duda, Alderman
6. Consider Resolution 16-06, to approve form for Offer of Irrevocable Dedication for the Final Plat of Revision One Magli/Campbell Spring Hill, Section Two as presented by TN Spring Hill Wilkes, LLC. Tom Wolf, City Engineer
7. Consider Resolution 16-07, to authorize participation in the TDEC Clean Tennessee Energy Matching Grant Program. Jeremy Polk, Stormwater Coordinator
8. Consider First Reading of Ordinance 16-01, to update the Spring Hill Stormwater Ordinance. Jeremy Polk, Stormwater Coordinator (Ordinance to be provided prior to voting meeting)
9. Consider First Reading of Ordinance 16-02, to approve rezoning of 5242 Main Street from B-2, Neighborhood Shopping to B-4, Central Business. *(to be considered by the Planning Commission on January 11, 2016)* Dara Sanders, City Planner (Ordinance to be provided after Planning Commission consideration, prior to BOMA voting meeting)

10. Consider First Reading of Ordinance 16-03, to approve rezoning of property known as Cadence Crossing from R-2, Medium Residential to B-2, Neighborhood Shopping. (*considered by the Planning Commission on January 11, 2016*) Dara Sanders, City Planner(*to be considered by the Planning Commission on January 11, 2016*) Dara Sanders, City Planner (Ordinance to be provided after Planning Commission consideration, prior to BOMA voting meeting)

PREVIOUS BUSINESS

1. Consider Second and Final Reading of Ordinance 15-27, to approve rezone of property known as Stonecreek from R-2 PUD to R-6, Traditional Neighborhood Development. (*recommended by the Planning Commission on October 12, 2015; amended on first reading; deferred on November 16, 2015; removed from agenda on December 21, 2015*) Dara Sanders, City Planner

NEW BUSINESS

1. Consider Resolution 16-08, to approve the Dakota Point Landscaping Agreement or Memorandum of Understanding. Dan Allen, Infrastructure Director; Jeff Foster, Public Works Director. (Resolution to be provided after Budget and Finance Advisory Committee Recommendation and BOMA Discussion on January 4, 2016)
2. Discussion of US 31 North Access Management

Concerned Citizens

Roundtable Discussion

Adjourn

**STAFF
ASSOCIATED
ITEMS**

RESOLUTION 16-01

A RESOLUTION TO AUTHORIZE THE PURCHASE OF A BUCKET TRUCK FOR THE PUBLIC WORKS DEPARTMENT

WHEREAS, the City of Spring Hill is in need of a bucket truck in the Public Works Department; and

WHEREAS, City Staff wishes to purchase a previously owned, 2008 bucket truck; and

WHEREAS, the City of Spring Hill, Board of Mayor and Alderman allocated funds for this purchase in the 2015-2016 fiscal year budget.

NOW, THEREFORE, BE IT RESOLVED, that the City of Spring Hill Board of Mayor and Aldermen authorizes the purchase of a bucket truck from United Utilities in the amount of \$49,500.00, as recommended by the Budget Finance Advisory Committee on January 4, 2016.

Passed and adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee, on the 19th day of January 2016.

Rick Graham, Mayor

ATTEST:

April Goad, City Recorder

LEGAL FORM APPROVED:

Patrick Carter, City Attorney

Truck Specs		Bucket Information	
Year & Make:	2008 Dodge 5500	Make:	Versa-Lift
VIN#:	3D6WC76A78G121555	S/N:	GE050055
Engine Type:	607 Cummins Diesel 305HP	Model:	VST240IR
Transmission:	Automatic	Working Height:	45'
Tire Size:	225/70R/19.5	Basket Configuration:	1 1/2Man 24x30
Tire Condition:	40%	Tool Circuit:	Yes
Paint Color:	Red	Outriggers:	Yes
Front Axle:	7,000	Insulated Boom:	Yes
Rear Axle:	13,500	Jib/Material Handler:	Yes
Brakes:	Hydraulic	Winch:	Yes
GVWR:	19,500		
Mileage:	31,622		
Body Type:	11' Utility Body		
Accessories:	A/C; AM/FM; Cruise		
<p>Utility Body: 11' Utility body with 30" tailshelf w/thru box. Tread plate overlay on compartment tops. Master lock system, wheel well chock holders. Thru shelf with rear door in street side compartment.</p> <p>Comp Layout – <u>Street Side</u></p> <p>1st Vert. – 8 Combo Hooks 2-4-2 2nd Vert. – 2 adj shelves Horiz - Open Compartment 3rd Vert. - Combo Hooks 1-3-1</p> <p><u>Curb Side</u></p> <p>Open Compartment 2 Adj shelves 1 Bolt-in shelf Open Compartment</p> <p>Notes:</p> <ul style="list-style-type: none"> • Device Manual Provided • Lift Meets and/or Exceeds All ANSI Requirements and Truck D.O.T. Inspected 			



[Log In / Dealer Login](#)

[Select Language](#)

[Home](#) | [Register](#) | [Site Map](#) | [Contact Us](#)

- [Post A Free For-Sale Listing](#)
- [Post A Free Want-To-Buy](#)
- [Post A Free Want-To-Rent](#)
- [Parts Search](#)
- [Find Dealers !](#)
- [Industry Jobs](#)
- [Stolen Equipment](#)
- [Subscription Headquarters !](#)
- [UpcomingAuctions.com](#)
- [NeedAHauler.com](#)
- [NeedALender.com](#)
- [Industry Web Sites !](#)
- [Advertising !](#)
- [About Machinery Trader](#)
- [Extras !](#)
- [Beware Of Internet Scams!](#)

2009 ALTEC AT37G

[EMAIL THIS](#)
 [FINANCIAL CALCULATOR](#)
 [NEED A HAULER](#)
 [PRINT THIS](#)
 [ADD TO WATCHLIST](#)
 [RETURN TO PREVIOUS PAGE](#)



Price: \$43,900 USD v

Seller Information

Truck Site
 Sacramento, California [Email](#)
 Phone: (916)245-7288 [Truck Site](#)

Get A Free Shipping Quote

Item Is: Already Purchased
 Planning to Purchase

From: To:

Ready to Ship By: Date Needed By:

[Get Quote](#)

Get Free Financing Quote

Loan Amount Needed: (USD)

Desired Term Length: v

Share On: G+

Description

2009 Ford F550 XL SD 4x4 Bucket Truck, 6.4L Diesel, Auto Transmission, 138,000 Miles, A/C, Cruise Control, Altec AT-37G Articulating Bucket, 350 lbs Capacity, 42' Working Height, Insulated Boom, Tool Circuits at Platform & Body, Dimensions Inverter, 12,000 lbs Front Winch, Federal Signal Safety Bar, Remote Controlled Spot Lights, 9' Utility Bed, Back Up Camera, Very Clean Well-Maintained Ex-Utility Co. Unit

Equipment Specifications

Year	2009
Manufacturer	ALTEC
Model	AT37G
Location	Sacramento, California
Condition	Used
Stock Number	1292443
Capacity	350 lb
Drive	4WD

[Return To Previous Page](#)



Log In / Dealer Login

Select Language

Home | Register | Site Map | Contact Us

- Post A Free For-Sale Listing
- Post A Free Want-To-Buy
- Post A Free Want-To-Rent
- Parts Search
- Find Dealers |
- Industry Jobs
- Stolen Equipment
- Subscription Headquarters |
- UpcomingAuctions.com
- NeedAHauler.com
- NeedALender.com
- Industry Web Sites |
- Advertising |
- About Machinery Trader
- Extras |
- Beware Of Internet Scams!

2009 ALTEC AT37G

EMAIL THIS FINANCIAL CALCULATOR NEED A HAULER PRINT THIS ADD TO WATCHLIST RETURN TO PREVIOUS PAGE



Price: \$44,900

Seller Information

Altec NUECO LLC.
 St. Joseph, Missouri [Email](mailto:info@altec-nueco.com)
 Phone: (205)340-8008 [Altec NUECO LLC.](http://www.altec-nueco.com)

Get A Free Shipping Quote

Item Is: Already Purchased
 Planning to Purchase

From: To:

Ready to Ship By: Date Needed By:

[Get Quote](#)

Get Free Financing Quote

Loan Amount Needed: (USD)
 Desired Term Length:


Share On: [G+](#)

Description

Unit Specifications

Unit Serial Number: 1008DE10159
 Unit Manufacturer: ALTEC
 Unit Model: AT37-G
 Unit Year: 2008
 Unit Mount: BEHIND THE CAB
 Working Height: 42 ft
 Platform: SINGLEMAN
 Primary Stabilizer: MODIFIED A-FRAME OUTRIGGER
 Auxiliary Stabilizer: NONE
 Material Handler: NO
 Boom Classification: Insulating

Chassis Specifications

Chassis Year: 2009
 Chassis Manufacturer: CHEVROLET
 Chassis Model: C5500
 Chassis Mileage: 62,196
 Chassis VIN: 1GDE5C3919F406622
 Fuel Type: DIESEL
 Engine Model: 7.8L;DIESEL;;
 Transmission Type: AUTOMATIC
 Brake Type: HYDRAULIC
 GVWR: 19,500 lb
 Drive Train: 4x4
 Under CDL: Yes

Equipment Specifications

Year	2009
Manufacturer	ALTEC
Model	AT37G
Location	St. Joseph, Missouri
Serial Number	1008DE10159
Condition	Used
Stock Number	32558248

[Return To Previous Page](#)

[Copyright & Legal Notice](#) [Privacy Policy](#) [Site Map](#)

Copyright © by Sandhills Publishing Company 2015. All rights reserved.



[Log In / Dealer Login](#)

[Select Language](#)

[Home](#) | [Register](#) | [Site Map](#) | [Contact Us](#)

- [Post A Free For-Sale Listing](#)
- [Post A Free Want-To-Buy](#)
- [Post A Free Want-To-Rent](#)
- [Parts Search](#)
- [Find Dealers |](#)
- [Industry Jobs](#)
- [Stolen Equipment](#)
- [Subscription Headquarters |](#)
- [UpcomingAuctions.com](#)
- [NeedAHauler.com](#)
- [NeedALender.com](#)
- [Industry Web Sites |](#)
- [Advertising |](#)
- [About Machinery Trader](#)
- [Extras |](#)
- [Beware Of Internet Scams!](#)

2010 ALTEC AT37G

[EMAIL THIS](#)
 [FINANCIAL CALCULATOR](#)
 [NEED A HAULER](#)
 [PRINT THIS](#)
 [ADD TO WATCHLIST](#)
 [RETURN TO PREVIOUS PAGE](#)



Price: \$59,900 USD v

Seller Information

Altec NUECO LLC.
 Birmingham, Alabama [Email](#)
 Phone: (205)340-8008 [Altec NUECO LLC.](#)

Get A Free Shipping Quote

Item Is: Already Purchased
 Planning to Purchase

From: **To:**

Ready to Ship By: **Date Needed By:**

[Get Quote](#)

Get Free Financing Quote

Loan Amount Needed: (USD)
 Desired Term Length: v

Share On: [G+](#)

Description

2010 Freightliner M2-106, 131641 miles, Duramax 6.6L, 19500 GVWR, 4x2, 42' working height.

Equipment Specifications

Year	2010
Manufacturer	ALTEC
Model	AT37G
Location	Birmingham, Alabama
Condition	Used
Stock Number	38978354

[Return To Previous Page](#)

[Copyright & Legal Notice](#) [Privacy Policy](#) [Site Map](#)

Copyright © by Sandhills Publishing Company 2015. All rights reserved



330-749-7671 Sales@UtilityTruckTrader.com

2011 Versalift SST-40-EIH / Ford F-550 4x4



**PRINTER
FRIENDLY
SPECS &
PHOTOS**

Price: \$71,995

Location: PA

To get more information on this unit, use the [inquiry form](#) below.

Stock #: 7140-4462

VIN:



2011 Ford F-550 4x4 with a 6.7L Diesel Engine with an Automatic Transmission and a Versalift SST-40-EIH, Insulated, Telescoping & Articulating, 45' Workheight Aerial Bucket.

Unit Details:

Chassis YMM: 2011 Ford F-550 4x4
Miles: 29,534
Engine: 6.7L Diesel
Transmission: Automatic
Equipment YMM: 2011 Versalift SST-40-EIH
Work Height: 45'
Capacity: 350 lbs
Outriggers: No
Insulated: Yes
Bucket Style: Single Man
Material Handling: No
Body Style: Service Body
Hitch: Pintle Hitch



DATE: Dec. 29, 2015

TO: BOMA

FROM: Jeff Foster, Public Works Director

RE: Authorization to purchase a used bucket truck

OVERVIEW: The Public Works Department requests authorization to purchase a used 2008 Dodge bucket truck United Equipment.

HIGHLIGHTS:

- This request is to purchase a used 2008 Dodge bucket truck

PROJECT/CONTRACT UPDATES:

- This request is a budgeted item in this year's budget.
- Cost of vehicle is \$49,500.
- Amount budgeted for this purchase was \$50,000.
- Truck will be used for street lights maintenance, trimming trees over streets, etc.
- Mileage is 31,622 and truck has a Cummins motor

ACTION ITEMS:

- Request that this authorization to purchase be approved.

CONCERNS/ISSUES/PROBLEMS:

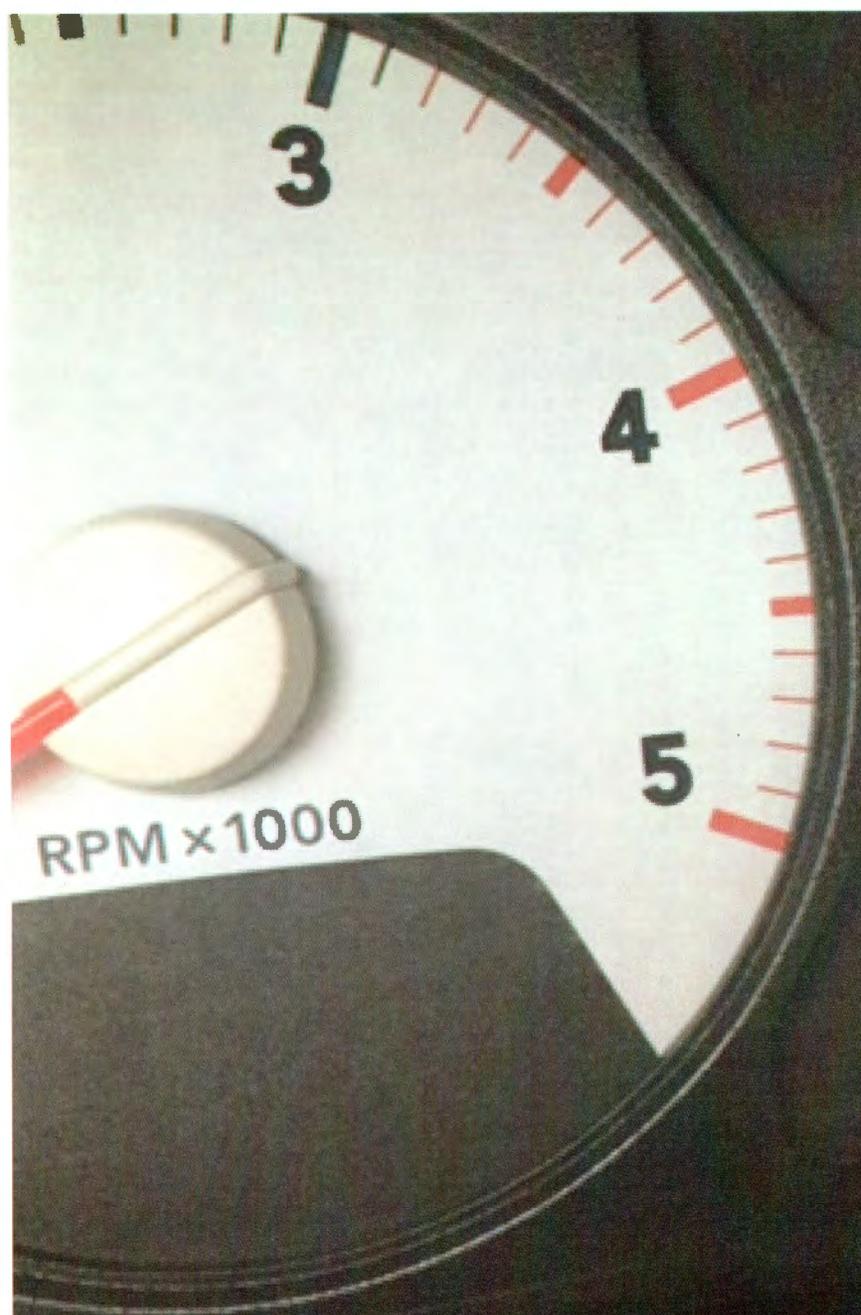
- None

Respectfully,

Jeff Foster, Public Works Director







31622

A digital odometer display showing the number 31622 in green LED digits.



RESOLUTION 16-02

A RESOLUTION TO AUTHORIZE THE PURCHASE AN ADMINISTRATIVE FIRE VEHICLE AND THE INSTALLATION OF ANCILLARY EQUIPMENT

WHEREAS, the Spring Hill Fire Department is in need of an administrative fire vehicle; and

WHEREAS, the Spring Hill Board of Mayor and Alderman approved the purchase of a new Chevy Tahoe with ancillary equipment in the 2015-2016 fiscal year budget; and

WHEREAS, City Staff has reviewed prior proposals for the purchase and installation of equipment for the new vehicle and has made a recommendation to the Budget Finance Advisory Committee; and

NOW, THEREFORE BE IT RESOLVED, that the City of Spring Hill authorizes the purchase of an administrative fire vehicle and the installation of equipment in the amount of \$47,585.38, from Grimm Motor Company of Covington, GA, as recommended by the Budget and Finance Advisory Committee on January 4, 2016.

Passed and adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee on the 19th day of January 2016.

Rick Graham, Mayor

ATTEST:

April Goad, City Recorder

APPROVED AS TO FORM:

Patrick Carter, City Attorney



REQUEST: *Approval of Resolution 16-02*
SUBMITTED BY: Chief Terry W Hood
DATE: December 28, 2015
RE: Purchase of 2016 Chevrolet Tahoe
ATTACHMENTS:

PURPOSE:

Replacement of the 2004 Chevrolet Tahoe with a 147,575 miles that is being used by the Battalion Chiefs

BACKGROUND:

This vehicle is in needs of repairs and is not suitable for everyday emergency use. This purchase is to replace old equipment which includes all emergency equipment and body striping; however it does not included the radios or Command box for rear of vehicle.

FINANCIAL IMPACT:

The Vehicle was budgeted in the 2015/2016 budget.

STAFF RECOMMENDATION:

ACTION REQUIRED (INCLUDE DEADLINE /PRIORITY):

Should take delivery in late April 2016 or early May 2016.

BID SHEET

PRICING AND DELIVERY SCHEDULE

Proposal of Ginn Motor Company
(Proposer Company Name)

TOTAL PER VEHICLE: \$ 38,559.⁸⁰
TOTAL EQUIPMENT: \$ 5,073.⁸⁸ 2016 Chevy Tahoe 4x4 PPV
2,050.⁸² FORCE 911 ADDON EQUIPMENT
GRAPHICS
GRAND TOTAL: \$ 45,683.⁷⁹

DELIVERY SCHEDULE OF EVENTS AND TIME PERIODS MUST BE STATED BELOW

Build date for 4x4 Tahoe March Delivery date April 15th - April 30th exact date unknown
Build date on Force 911 ADDON 3 weeks
to complete graphics 2 to 3 wks.
FINAL Delivery date May 10 May, 2016

Respectfully submitted,

Proposer: Ginn Motor Company
(Proposer Company Name)

By: Marion D. Sherrill
(Authorized Signature for Proposer)

Name MARION D. SHERRILL

Title: Government & Municipal Sales Manager

Date: 12/05/2015

RESOLUTION 16-03

**A RESOLUTION TO APPOINT A MEMBER TO THE PARKS AND RECREATION
COMMISSION OF THE CITY OF SPRING HILL**

WHEREAS, there is a vacant position on the Spring Hill Parks and Recreation Commission;
and

WHEREAS, the vacant position was advertised and applications were received;

NOW THEREFORE BE IT RESOLVED, by the Board of Mayor and Aldermen of the
City of Spring Hill, Tennessee that following applicant shall be appointed to the Parks and
Recreation Commission:

<u>Name & Address</u>	<u>Expiration of Term</u>
	December 31, 2018

Passed and adopted by the Spring Hill Board of Mayor and Aldermen this 19th day of
January, 2016.

Rick Graham, Mayor

ATTEST:

April Goad, City Recorder

LEGAL FORM APPROVED:

Patrick Carter, City Attorney

Print

Parks and Recreation Commission Application - Submission #13384

Date Submitted: 4/17/2015

First Name

Joshua

Last Name

Sadler

Address1

1467 Bern Drive

Address2

City

Spring Hill

State

TN

Zip

37174

Phone Number

615-973-7230

Available to public

If selected to serve, would you want this phone number available to the public?

Yes

No

Email Address

Jsadler208@gmail.com

Available to public

If selected to serve, would you want this email address available to the public?

Yes

No

Present Employer

HCA (Hospital Corporation of America)

Job Title

Support Analyst

Previous Governmental Bodies/Elective Offices you have served on, Position/Office held and Dates:

Civic or Charitable Organizations to which you have belonged, Position/Office Held and Dates:

Spring Hill Sister Cities Committee

What special Interests/Skills/Talents would you bring to the Parks and Recreation Commission?

Previous experience as Conference Administrator with Middle Tennessee Athletic Conference, previous experience officiating, coaching, and participating in Williamson County Parks and Recreation and YMCA of Middle Tennessee sports leagues of varying age levels, passion for serving participants and offering a tremendous experience for everyone involved in recreational activities.

Special Awards or Recognitions Received

Please state the reasons why you want to become a member of the Parks and Recreation Commission

I really enjoy providing coordinated recreation, I get joy out of the fun experienced by participants in a great event or league, and I appreciate the well-rounded character improvement that people can experience through them. I love setting the table for these things to happen.

Is there any other information that you feel would be useful in reviewing your application?

Are you associated with any Organizational/Employment that might be deemed as a conflict of interest in performing your duties if appointed?

- Yes
- No

City policy directs that all appointed advisory board members do not vote on matters where a potential conflict of interest exists. Would be willing to abstain from voting if such conflict arises?

- Yes
- No

How many Parks and Recreation Commission Meetings have you ever attended?*

0

By signing below, I acknowledge that I am a resident of Spring Hill, over the age of 18 and all the information is true and accurate.

Joshua Sadler

Please print form and sign in the space above.

Print

Parks and Recreation Commission Application - Submission #13448

Date Submitted: 4/25/2015

First Name

Eliot

Last Name

Mitchell

Address1

2823 Tweed Place

Address2

City

Thompsons Station

State

Tenn

Zip

37179

Phone Number

615-336-2138

Available to public

If selected to serve, would you want this phone number available to the public?

Yes

No

Email Address

eliotmit@bellsouth.net

Available to public

If selected to serve, would you want this email address available to the public?

Yes

No

Present Employer

OpenText, Inc

Job Title

Director of Operations

Previous Governmental Bodies/Elective Offices you have served on, Position/Office held and Dates:

BOMA Spring Hill, Tennessee 2003-2015
LBOT Spring Hill, Tennessee 2013-2015
EDC Spring Hill, Tennessee 2005-2007
Historic Commission Spring Hill, Tennessee 2011-2013
BFAC Spring Hill, Tennessee 2008-2011, 2014-2015
State of Tennessee Work Force Development Commission 2011-2014
Member of Williamson County Parks and Recreation long range planning Committee 2000

Civic or Charitable Organizations to which you have belonged, Position/Office Held and Dates:

President of Bethesda Recreation Baseball 1994-1997
President Cameron Farms HOA 1995-1999
Treasurer and President Heritage Community Recreation Association(HCRA) 1997-2007
Multiple positions and parent committees in local schools (Bethesda Elementary, Heritage Elementary, Heritage Middle, Page HS, Independence HS)1993- 2008
Member of Williamson County Parks and Recreation long range planning Committee 2000

What special Interests/Skills/Talents would you bring to the Parks and Recreation Commission?

I have been a long time user, organizer and leader for local parks in Spring Hill and Williamson County. I have led and organized multiple youth sports organization in Spring Hill and South Williamson County. I understand the association the Parks and Rec Committee has with the Board of Mayor and Aldermen. I also understand the responsibilities the Parks and Rec Committee has. Lastly, I understand the special relationship that the local community volunteer organizations have with government organizations and also the challenges those volunteer organization have with finances and facility access.

I would be honored to serve on this committee.

Special Awards or Recognitions Received

Please state the reasons why you want to become a member of the Parks and Recreation Commission

As stated above, I believe I would bring a unique perspective to the board given my experience of raising children in this community, leading recreation associations in this community and being a decision maker for this community. Community recreation is one of my greatest passions, and I would sincerely enjoying returning to that activity by serving on this committee.

Is there any other information that you feel would be useful in reviewing your application?

no

Are you associated with any Organizational/Employment that might be deemed as a conflict of interest in performing your duties if appointed?

- Yes
- No

City policy directs that all appointed advisory board members do not vote on matters where a potential conflict of interest exists. Would be willing to abstain from voting if such conflict arises?

- Yes
- No

How many Parks and Recreation Commission Meetings have you ever attended?*

10

By signing below, I acknowledge that I am a resident of Spring Hill, over the age of 18 and all the information is true and accurate.

Eliot Mitchell

Please print form and sign in the space above.

Print

Parks and Recreation Commission Application - Submission #13457

Date Submitted: 4/27/2015

First Name

Hazel

Last Name

Nieves

Address1

1107 Weaver Farm Lane

Address2

City

Spring Hill

State

TN

Zip

37174

Phone Number

931-451-7926

Available to public

If selected to serve, would you want this phone number available to the public?

Yes

No

Email Address

springhillfresh@gmail.com

Available to public

If selected to serve, would you want this email address available to the public?

Yes

No

Present Employer

Spring Hill FRESH

Job Title

Owner

Previous Governmental Bodies/Elective Offices you have served on, Position/Office held and Dates:

City of Spring Hill EDC- served a brief session

Civic or Charitable Organizations to which you have belonged, Position/Office Held and Dates:

Kiwanis Club- Spring Hill/Thompson's Station -Current
South Williamson Athletics - coaching
Riverside YMCA-Riverside, CA - served as a wilderness camp manager for 2 years
Youth Leadership-Young Life-CA

What special Interests/Skills/Talents would you bring to the Parks and Recreation Commission?

I have an extensive background and experience in business, marketing, digital media, generational communications, event planning, entertainment, public speaking, team building, planning/execution, and leadership. I am a terrific organizer and have proudly raised 6 children (a set of triplets), and have 11 grandchildren whom I am actively involved with.

Special Awards or Recognitions Received

Please state the reasons why you want to become a member of the Parks and Recreation Commission

First, I love my community and want others to feel the same way. I know recreation is an important factor to the majority of our residence here and it is one avenue that can literally make a huge the difference in how people view their community. Making it more attractive to spend their time in enjoying their community is a huge win for everyone.

I believe I can be very helpful on this Commission to help further the progress being made and help define the vision for our future because I am a very active member of our community and have built a successful, yet uncommon business whose core is all about building community connection and involvement among our neighbors. From this endeavor, I have a very organic insight and connection with our community and understand not only the needs our residents have, but their wants as well. I also understand how to communicate effectively in a way that has been known to achieve great engagement. This has afforded me a strong trust factor in the community but has also given me keen insight on what gets traction and action here. I feel this is an important asset I can bring to this team. I also have firsthand experience in business management, marketing, event planning and entertainment as well as I am a creative thinker and enjoy problem solving. person who my connection and because of the work I do here, the way I am able to interpret and interact with the community to bring favorable and positive results.

Is there any other information that you feel would be useful in reviewing your application?

I am just not one who keeps up with all I have done to easily call it to recollection. I am however a strong believer in 'service of others' and I live my life in such a way I am known for that. I have a great deal of respect in our community and I try to go about and do good for my fellow neighbor daily here. Those who know me, know I truly care for our community and I have it in my heart, I am a doer not just a talker. I believe I would bring creative insight and abilities that will add to the very committed and talented members who are currently serving and I would like very much to be a fellow team member.

Are you associated with any Organizational/Employment that might be deemed as a conflict of interest in performing your duties if appointed?

- Yes
 No

City policy directs that all appointed

How many Parks and Recreation Commission

advisory board members do not vote on matters where a potential conflict of interest exists. Would be willing to abstain from voting if such conflict arises?

- Yes
- No

Meetings have you ever attended?*

0

By signing below, I acknowledge that I am a resident of Spring Hill, over the age of 18 and all the information is true and accurate.

Hazel Nieves

Please print form and sign in the space above.

Print

Parks and Recreation Commission Application - Submission #13507

Date Submitted: 4/29/2015

First Name

Christina

Last Name

Hammond

Address1

2929 Faldo Lane

Address2

City

Spring Hill

State

TN

Zip

37174

Phone Number

7152920791

Available to public

If selected to serve, would you want this phone number available to the public?

Yes

No

Email Address

christina@zetterstenlaw.com

Available to public

If selected to serve, would you want this email address available to the public?

Yes

No

Present Employer

Zettersten & Hammond, PLLC

Job Title

Attorney

Previous Governmental Bodies/Elective Offices you have served on, Position/Office held and Dates:

None.

Civic or Charitable Organizations to which you have belonged, Position/Office Held and Dates:

Fundraising and Philanthropy Chairperson for Phi Sigma Sigma in 2008 and 2009;
Greek Counsel Chairperson for Phi Sigma Sigma in 2008 and 2009;
Superior Edge public service program (over 400 volunteer hours)

What special Interests/Skills/Talents would you bring to the Parks and Recreation Commission?

I am a very active person and I enjoy running, biking, swimming, and most outdoor activities. I am a marathoner and triathlete. I am a licensed teacher and have worked as a high school coach. Additionally, I am an attorney and I have experience working in administrative law and thus have drafted rules and regulations, testified at legislative hearings, and worked with legislators directly.

Special Awards or Recognitions Received

None.

Please state the reasons why you want to become a member of the Parks and Recreation Commission

I would like to use my passion for outdoor activities to help the parks and recreation commission in Spring Hill grow to the point where it is on par with other Williamson County cities. I would like to work with the Commission to get a greenway system built in Spring Hill to connect the schools and parks.

Is there any other information that you feel would be useful in reviewing your application?

I have also previously worked in public relations where I organized events, published a newsletter, and wrote articles for the local newspaper.

Are you associated with any Organizational/Employment that might be deemed as a conflict of interest in performing your duties if appointed?

- Yes
- No

City policy directs that all appointed advisory board members do not vote on matters where a potential conflict of interest exists. Would be willing to abstain from voting if such conflict arises?

- Yes
- No

How many Parks and Recreation Commission Meetings have you ever attended?*

0

By signing below, I acknowledge that I am a resident of Spring Hill, over the age of 18 and all the information is true and accurate.

Christina Hammond

Please print form and sign in the space above.

Print

Parks and Recreation Commission Application - Submission #14709

Date Submitted: 7/30/2015

First Name

Brooke

Last Name

Barrett

Address1

3075 Foust Drive

Address2

City

Spring Hill

State

TN

Zip

37174

Phone Number

615-969-1838

Available to public

If selected to serve, would you want this phone number available to the public?

Yes

No

Email Address

brooke.barrett@tn.gov

Available to public

If selected to serve, would you want this email address available to the public?

Yes

No

Present Employer

Tennessee Dept. of Environment and Conservation

Job Title

Regional Director/External Affaris

Previous Governmental Bodies/Elective Offices you have served on, Position/Office held and Dates:

Memphis City Beautiful Commission (2014)

Civic or Charitable Organizations to which you have belonged, Position/Office Held and Dates:

TWIG (Tennessee Women in Green)-board member (current)
PENCIL Partner for Rosebank Elementary, partnership coordinator (current)
Get Fit Franklin, advisory board (current)
Volunteer for Music City Marathon (2015)
Literacy Mid-South, volunteer (2014)
Green Matters to Women of Shelby County, Founder (2014)
Action News 5 Book Club, Founder (2013)
Women Run/Walk Memphis, Coach (2013)

What special Interests/Skills/Talents would you bring to the Parks and Recreation Commission?

I work for the Tennessee Department of Environment and Conservation, that gives me a unique advantage to understanding what is expected and required of the Spring Hill Parks and Recreation Committee. Part of my responsibilities at work include helping the 8 Tennessee State Parks in the Nashville region with their communication and community outreach. That can often mean finding creative ways to spread the word about park events on a small budget. I have a strong passion for parks, I spend a lot of my free time volunteering for park events with my children. I recently volunteered at the grand opening of Port Royal park with my daughter, spending a Friday night and most of Saturday helping the Parks and Rec folks keep the event running smoothly. I had so much fun at the event, I didn't want it to end, I was exhausted yes but it was so much fun to be a part of such an important day for the City of Spring Hill. Part of what I do for the Department of Environment and Conservation is champion parks progress and find grants that can make parks better. If selected for the Spring Hill Parks and Rec Commission I would bring those skills to the group and help champion the Bicycle and Greenway Plan and find ways to fund the projects proposed to make our community stronger. I love the idea of Greenways winding throughout Spring Hill, making it easy for kids to ride their bikes to school or for people coming home from work to jump on the trails from their neighborhood. I look forward to helping make this plan a reality for citizens of Spring Hill.

Special Awards or Recognitions Received

STAR Award for TDEC (2015)
Selected to participate in Green Leadership for TDEC (2014-2015)
Selected as a judge for the Governor's Environmental Stewardship Awards (2014)
Nominated for 3 Emmy awards (former TV news producer)
Poynter Institute graduate

Please state the reasons why you want to become a member of the Parks and Recreation Commission

I want to be a member of the Spring Hill Parks and Rec Commission because I love everything about Spring Hill, especially the parks. My entire family has really fallen in love with our city. Spring Hill has excellent schools, friendly people, I always feel safe here and our neighborhood is fantastic. I want to be part of the Parks and Recreation Commission because I want to give back to this wonderful community I live in. I know I can give back by shopping local and participating in my children's schools but I do all those things already, I want to do more. My passion for parks combined with my love for the city of Spring Hill is a perfect combination for a successful member of the Parks and Rec Commission.

Is there any other information that you feel would be useful in reviewing your application?

I grew up in Williamson County, my family moved to Franklin in 1983, that gives me an appreciation for the history of the Williamson County and Spring Hill communities. I want to be a part of the incredible growth and opportunity in Spring Hill but because I have lived in Williamson County most of my life I also want to remember and respect the past. I also think it is important to mention I have two little girls that attend Spring Hill schools. They are a big part of why I want to be involved with the Parks and Rec Commission. I want to help create outstanding places for them to play, grow and learn. If I am selected to be a part of the Spring Hill Parks and Rec Commission it would be a personal goal of mine to help create more bike trails in our community so my children will have expanded places to ride their bikes. I want to do it for my girls and for all the kids and the kids at heart of Spring Hill.

Are you associated with any Organizational/Employment that might be deemed as a conflict of interest in performing your duties if appointed?

- Yes
- No

City policy directs that all appointed advisory board members do not vote on matters where a potential conflict of interest exists. Would be willing to abstain from voting if such conflict arises?

- Yes
- No

How many Parks and Recreation Commission Meetings have you ever attended?*

1

By signing below, I acknowledge that I am a resident of Spring Hill, over the age of 18 and all the information is true and accurate.

Brooke Barrett

Please print form and sign in the space above.

Print

Parks and Recreation Commission Application - Submission #15168

Date Submitted: 9/3/2015

First Name

Ricky

Last Name

Lynne

Address1

610 Winners Circle Place

Address2

City

Spring Hill

State

TN

Zip

37179

Phone Number

615-585-5001

Available to public

If selected to serve, would you want this phone number available to the public?

Yes

No

Email Address

rlynnelive.com

Available to public

If selected to serve, would you want this email address available to the public?

Yes

No

Present Employer

Sabre Music Ent.

Job Title

Owner

Previous Governmental Bodies/Elective Offices you have served on, Position/Office held and Dates:

Chairman of the Arts Commission spring 2015

Civic or Charitable Organizations to which you have belonged, Position/Office Held and Dates:

Moms club of Bellevue member
Moms club of Spring Hill member
Firebelle Project member

What special Interests/Skills/Talents would you bring to the Parks and Recreation Commission?

Extensive Entertainment background
Computer Skills
Great at business connections and ideas
Good speaking skills, planning, organizing, managing, multitasking
I am a citizen of Spring Hill

Special Awards or Recognitions Received

Please state the reasons why you want to become a member of the Parks and Recreation Commission

I have long term plans as a citizen of Spring Hill
Feel this is an area besides the Arts Commission I am best fitted

Is there any other information that you feel would be useful in reviewing your application?

Are you associated with any Organizational/Employment that might be deemed as a conflict of interest in performing your duties if appointed?

- Yes
- No

City policy directs that all appointed advisory board members do not vote on matters where a potential conflict of interest exists. Would be willing to abstain from voting if such conflict arises?

- Yes
- No

How many Parks and Recreation Commission Meetings have you ever attended?*

1

By signing below, I acknowledge that I am a resident of Spring Hill, over the age of 18 and all the information is true and accurate.

Ricky Lynne

Please print form and sign in the space above.

Print

Parks and Recreation Commission Application - Submission #16130

Date Submitted: 12/22/2015

First Name

James

Last Name

Tew

Address1

2248 hayward Lane

Address2

City

Spring Hill

State

TN

Zip

37174

Phone Number

6153021478

Available to public

If selected to serve, would you want this phone number available to the public?

Yes

No

Email Address

jetewtew@gmail.com

Available to public

If selected to serve, would you want this email address available to the public?

Yes

No

Present Employer

Independent Business Consultant

Job Title

Self Employed

Previous Governmental Bodies/Elective Offices you have served on, Position/Office held and Dates:

N/A

Civic or Charitable Organizations to which you have belonged, Position/Office Held and Dates:

TN Mortgage Bankers Association - Vice President - 2014, and other positions since 2007

What special Interests/Skills/Talents would you bring to the Parks and Recreation Commission?

I love the outdoors and enjoy bringing my family and grandchildren to our local parks

Special Awards or Recognitions Received

Recent Graduate of the Spring Hill Citizens Police Academy

Please state the reasons why you want to become a member of the Parks and Recreation Commission

I want to serve in my community

Is there any other information that you feel would be useful in reviewing your application?

Alderman Matt Fitterer recommended that I apply!

Are you associated with any Organizational/Employment that might be deemed as a conflict of interest in performing your duties if appointed?

- Yes
- No

City policy directs that all appointed advisory board members do not vote on matters where a potential conflict of interest exists. Would be willing to abstain from voting if such conflict arises?

- Yes
- No

How many Parks and Recreation Commission Meetings have you ever attended?*

2

By signing below, I acknowledge that I am a resident of Spring Hill, over the age of 18 and all the information is true and accurate.

James E. Tew

Please print form and sign in the space above.

RESOLUTION 16-04

A RESOLUTION TO APPOINT A MEMBER TO THE LIBRARY BOARD OF TRUSTEES OF THE CITY OF SPRING HILL

WHEREAS, there is vacant positions on the Spring Hill Library Board of Trustees; and

WHEREAS, the vacant position was advertised and applications were received;

NOW THEREFORE BE IT RESOLVED, by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee that following applicant shall be appointed to the Library Board of Trustees:

Name & Address

Expiration of Term

August 31, 2018

Passed and adopted by the Spring Hill Board of Mayor and Aldermen this 19th day of January 2016.

Rick Graham, Mayor

ATTEST:

April Goad, City Recorder

LEGAL FORM APPROVED:

Patrick Carter, City Attorney



City of Spring Hill Library Board of Trustees Application



Please return completed form to:
Spring Hill City Hall
Attention: Victor Lay, City
Administrator
P.O. Box 789
Spring Hill, TN 37174

Today's Date: 12/7/15
Last Name: SCHOEIBRODT First Name: Charlie
Daytime Phone: 615-405-2764 Evening Phone: 615-302-0294 Cell Phone _____
Address: 2007 Spring Meadow Cr. City: Spring Hill State: TN Zip: 37174
How long have you lived in this area: 19 yrs Employer: Self
Occupation: Pet sitting Years in Occupation: 8 Title: Owner

The Spring Hill Library Board of Trustees meet on the 3rd Tuesday of odd numbered months at 6:00pm.

Are you available to meet at this time? YES NO _____

The term for this appointment is for a three year term, or the remaining term of a vacated position.

Are you committed to serving the full term? YES NO _____

Are you able to consistently contribute additional time to committee meetings and Library-related or

Board-hosted events? YES NO _____

Are you a Library cardholder? YES NO _____

Please list any past or present affiliations with other Boards, community groups, civic involvement, professional organizations, advocacy or volunteer groups you have been affiliated with?

Organization	Dates of Involvement
<u>SH Planning Commission</u>	<u>Current</u>
<u>SH EDC</u>	<u>Current</u>
<u>Pregnancy Centers of Mid TN</u>	<u>Current</u>
<u>DASH</u>	<u>Current</u>
<u>SH Library Board of Trustees</u>	<u>2008 - 2010 10</u>

RESOLUTION 16-05

A RESOLUTION TO AUTHORIZE THE CITY ATTORNEY TO PREPARE A RESOLUTION PROVIDING FOR VACATION AND HOLIDAY HOURS FOR UNIFORMED FIRE DEPARTMENT SHIFT PERSONNEL

WHEREAS, in July 2015, the Spring Hill Board of Mayor and Aldermen (“BOMA”) adopted Ordinance 15-11 which amended the City’s policy for the calculation of vacation time earned by the City’s uniformed Fire Department shift personnel on a 28-day work cycle (“Fire Department personnel”) by redefining the workday for such employees to a 12-hour shift from the previously used 24-hour shift definition of a workday; and

WHEREAS, the effective date of Ordinance 15-11 is January 1, 2016; and

WHEREAS; due to the implementation of Ordinance 15-11, Fire Department personnel will earn vacation time at one-half (½) the time they were earning vacation time prior to the adoption of Ordinance 15-11; and

WHEREAS, the implementation of Ordinance 15-11 will also result in the reduction by one-half (½) of the value of 2015 holiday hours earned but not yet taken for Fire Department personnel that have not taken their 2015 holiday hours prior to January 1, 2016; and

WHEREAS, during the period of time when Ordinance 15-11 was being considered, debated and voted upon, members of the BOMA expressed concern regarding the effect an immediate change in the calculation and administration of vacation time would have on the morale and well-being of Fire Department personnel and their families; and

WHEREAS, the intention of this Resolution is to authorize the City attorney to prepare a resolution for consideration by the BOMA that would provide for supplemental vacation and holiday time for certain affected Fire Department personnel to ease the transition from the former City vacation and holiday policy to the new policy expressed in Ordinance 15-11.

NOW, THEREFORE, BE IT RESOLVED, that the City of Spring Hill authorizes the City attorney to prepare a resolution for consideration by the BOMA that would provide for Supplemental Vacation Plan Hours and Supplemental Holiday Plan Hours for affected Fire Department personnel to ease the transition from the former City vacation and holiday policy to the new policy expressed in Ordinance 15-11; and

BE IT FURTHER RESOLVED, that the key provisions in the resolution to be prepared by the City attorney for consideration by the BOMA shall include, but not be limited to:

1. The proposed resolution shall provide eligibility for Fire Department personnel hired prior to July 1, 2015.
2. The proposed resolution shall provide for a one-time vacation supplement for affected employees of the number of vacation hours the employee

would have been additionally ordinarily eligible for if not for the adoption of Ordinance 15-11. Said one-time allotment shall be in addition to such employee's regular allotted vacation time calculated pursuant to the policy set forth in Ordinance 15-11 and shall be calculated as of July 1, 2015. The time allotted under this provision shall be referred to as "Supplemental Vacation Plan Hours".

3. The proposed resolution shall provide for a one-time holiday hour supplement of an affected employee's 2015 holidays earned but not yet taken. The time allotted under this provision shall be referred to as "Supplemental Holiday Plan Hours".
4. Supplemental Vacation Plan Hours shall not be available for use prior to July 1, 2016.
5. Supplemental Holiday Plan Hours shall be available for use on an immediate basis.
6. Supplemental Vacation Plan Hours shall have no cash value whatsoever.
7. Use of Supplemental Vacation Plan Hours and Supplemental Holiday Plan Hours by Fire Department personnel is subject to Department Head administration approval to ensure appropriate staffing levels are met and budgeted overtime levels are not exceeded.
8. Supplemental vacation plan hours shall not expire and shall not be subject to any maximum carry-over provision.
9. Supplemental Holiday Plan Hours shall expire on December 31, 2016.
10. All other terms deemed necessary by the City attorney and City staff for legal and/or administrative reasons.

Passed and adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee on the 19th day of January, 2016.

Rick Graham, Mayor

ATTEST:

April Goad, City Recorder
LEGAL FORM APPROVED:

Patrick Carter, City Attorney



REQUEST: *Approval of a Supplemental Vacation and Holiday Plan Hours for Uniform Fire Personnel on a 28 Day Cycle*

SUBMITTED BY: Jonathan Duda, Alderman

DATE: 12/30/2015

RE: Fire Department Shift Personnel Supplemental Vacation and Holiday Plan Hours

PURPOSE:

This Supplemental Plan would be provided to Uniform Fire Personnel on a 28 Day Cycle. There are two components of the plan that will be addressed: 1) Supplemental Vacation Plan Hours, and 2) Supplemental Holiday Plan Hours. The resolution has been drafted in a form to allow for amendments and to ultimately provide direction to the City Attorney to draft a formal plan agreement reflecting the provisions (*if any*) that the board has arrived at consensus on.

For the Supplemental Vacation Plan Hours, a one-time bonus deposit of Vacation Hours to the accrual bank of each Fire Department Shift Personnel effective January 1st, 2016 would be made. The purpose of the Supplemental Vacation Plan Hours is to recognize the difficulty the changes of administration of Vacation Hours will have on employees and their families, and will also serve to retain and reward these employees who have remained with the City during these changes.

For the Supplemental Holiday Plan Hours, a supplemental deposit to the remaining 2015 Holiday Hours earned (but not taken) for each Fire Department Shift Personnel would be made. The purpose of this deposit is to transition Holiday Hours earned from a 12 hour credit provided in 2015 for a Shift, to 24 hours taken for a Shift effective January 1st, 2016.

BACKGROUND:

In June 2015, the Board of Mayor and Aldermen adopted Ordinance 15-11, amending the Spring Hill Employee Handbook in regards to the Fire Department shift personnel vacation time. The enactment of this Ordinance was adopted with an effective date of January 1, 2016.

Under the Employee Handbook, shift personnel earn and were entitled to use vacation based on the following accrual schedule:



1st to 4th anniversary: 10 hours per month (120 total hours annually)
5th to 9th anniversary: 15 hours per month (180 total hours annually)¹
10th anniversary+: 20 hours per month (240 total hours annually)

Prior to adoption of Ordinance 15-11, administratively, the City would only account for 1/2 of the actual time when vacation was taken, effectively doubling the amount of time that was taken by an employee. With the implementation of Ordinance 15-11, the administration of vacation time taken will equal the actual amount of vacation time taken.

During the period of time where Ordinance 15-11 was debated and voted on, members of the Board expressed concern with the effect an immediate change in the administration of the policy would have on employees and families.

This Vacation Supplemental Plan Hours is an attempt at providing these employees that are effected with a one-time bonus deposit, equal to the accrual amount they would have been eligible for prior to the adoption of this ordinance. For purposes of calculating this amount, a July 1, 2015 date is proposed. These bonus hours would not expire (i.e., if somebody wanted to spread them over 3 to 5 years, they could), which affords the individual employee to manage the use of these hours (subject to minimum staffing requirement, just as other time-off is taken).

As an example: If an employee is entitled to receive 120 hours, but we had effectively administered taking of the time to be 240 hours, we would give that employee a one-time bonus of 120 hours to their accrued hours bank.

Additionally, with adoption of Ordinance 15-11 defining the "workday" as 24 Hours for Uniformed Fire Personnel on a 28 day cycle, Holiday Pay provided by the Employee Handbook has been effected. Under the Holiday Pay provision for Fire Personnel, each personnel receives one additional day of vacation in lieu of the holiday, credited in 2015 at 12 hours for each Holiday. Beginning January 1, 2016, Holiday hours taken will be taken at 24 hours per shift. For personnel who have not yet taken their Holiday hours earned in 2015, the value of those hours will be reduced by half.

The Holiday Supplemental Plan Hours would provide a supplemental deposit to each personnel of their remaining 2015 Holiday Hours earned (but not taken) to provide for a conversion to the 24 hour definition of "workday" effective in 2016.

The resolution has been prepared in a manner that individual provisions can be adopted, amended or removed.

PROVISIONS AS PROPOSED:

¹ Ordinance 15-11 amended the 5th to 9th anniversary accrual rate to increase it to 16 hours per month (192 total hours annually).



- 1) Uniform Fire Personnel on a 28 Day Cycle hired prior to July 1, 2015 are eligible for the Supplemental Vacation Plan.
- 2) Supplemental Vacation Plan Hours are provided as a one-time vacation supplement for affected employees of the number of vacation hours the employee would have been additionally ordinarily eligible for if not for the adoption of Ordinance 15-11 on July 1, 2015.
- 3) Supplemental Holiday Plan Hours are provided as a one-time holiday hour supplement of an affected employee's 2015 holiday hours earned but not yet taken as of January 1, 2016.
- 4) In order to ensure retention of employees, the Supplemental Vacation Plan Hours are made available for use after July 1, 2016.
- 5) Supplemental Holiday Plan Hours are effective immediately as they have been previously earned.
- 6) If an employee does leave, Supplemental Vacation Plan Hours are not eligible to be redeemed for cash. However, Supplemental Holiday Plan Hours are eligible, just as regular unused Vacation Hours are eligible should an employee leave as they are already earned.
- 7) Availability of time taken is subject to Department Head administrative approval, consistent with the ability to take time off under the standard policy (i.e. ability to take time off is subject to administrative approval to ensure minimum staffing levels are met and budgeted overtime levels are not exceeded).
- 8) Supplemental Vacation Plan hours credited do not expire and would not be subject to the maximum carry over provision for regular Vacation Hours of the Employee Handbook.
- 9) Supplemental Holiday Plan hours credited should be used prior to December 31, 2016.
- 10) Additional provisions as required by City Staff to administer the plan.

FINANCIAL IMPACT:

Based on preliminary figures, the total Financial Impact of providing the Vacation Supplemental Plan Hours is 6,720 total hours, or approximately \$112,771. However, we have not yet amended the budget to recognize the reduction in Vacation hours as provided by the adoption of Ordinance 15-11. *Therefore, it is anticipated that the financial impact of this plan does not require a budget amendment.*

The total Financial Impact of providing the Holiday Supplemental Plan is currently being evaluated and will be provided once an accounting of Holiday hours not taken prior to January 1, 2016 can be provided.



Additional costs include drafting of a Plan Agreement by legal counsel, but this cost is expected to be nominal.

ACTION REQUIRED (INCLUDE DEADLINE /PRIORITY):

- 1) Adoption of Resolution by the Board of Mayor and Aldermen authorizing the City Attorney to prepare a Plan Agreement and a final Resolution.
- 2) If the initial resolution is adopted, adoption of a 2nd Resolution once a formal Plan Agreement is prepared is proposed.
- 3) Execution of a Plan Agreement with employees.

April Goad

From: Jonathan Duda
Sent: Wednesday, December 30, 2015 3:48 PM
To: BOMA Group; Rick Graham
Cc: Victor Lay; Dan Allen; April Goad; Billie Gaye Haywood; Patrick Carter
Subject: RE: Resolution
Attachments: Memo BOMA Resolution Fire Department Supplemental Vacation and Holiday Plan vJD3 12-2015.pdf

Follow Up Flag: Follow up
Flag Status: Completed

Mayor Graham and fellow Board Members,

Attached is a memo that I have prepared to accompany the resolution that Patrick had prepared and submitted at my request. It was with thoughtful consideration that I submitted this request as I know this is a difficult issue, and one that has the potential to be divisive. I did my best to incorporate feedback that I had received since introducing this item in November.

My intent with this resolution is that we provide direction to Patrick and Staff regarding two issues related to Fire Department Vacation and Holiday: First, a proposal to provide for a transition of the effect of the change to vacation, and Second, a proposal to allow for a one time bonus for Holiday Hours accrued in 2015 but not yet taken as the hours will be effectively reduced on January 1.

As currently proposed, the resolution, if adopted, would authorize Patrick to prepare a more formal legal agreement. This was intentional as I did not want to expend city resources having a legal document prepared that the board ultimately may choose to not approve.

The language in the resolution is much better at summarizing the proposal. The memo provides more detail, including the purpose, rationale for the proposals, and more information for each of the provisions as proposed.

I welcome any questions or suggestions and I am open to alternatives.

Best,
Jonathan Duda
City of Spring Hill Alderman
City of Spring Hill Planning Commissioner

jonathan.duda@charter.net | jduda@springhilltn.org

Home: 615.614.1118

Cell: 615.557.8400

Follow me on Facebook: <http://www.facebook.com/jonathan.duda> or Twitter: [@AldermanDuda](https://twitter.com/AldermanDuda)

"Great communities are intentional, not accidental" - Nelson C. Andrews

From: Patrick Carter <pcarter@tgwlawfirm.com>
Sent: Wednesday, December 30, 2015 2:32 PM
To: BOMA Group; Rick Graham; Jonathan Duda
Cc: Victor Lay; Dan Allen; April Goad; Billie Gaye Haywood
Subject: FW: Resolution

BOMA-

Please find attached a proposed Resolution that will be on Monday's agenda for consideration. The Resolution is sponsored by J. Duda. The Resolution has been prepared in such a way that it may be scaled in terms of features if you direct me to prepare a Resolution Providing for Fire department Vacation and Holiday Hours for Uniformed Fire Department Shift Personal.

I am now forwarding this proposed Resolution at J. Duda's request. Please let me know if you have any questions or concerns that can be addressed on an individual basis prior to Monday's meeting.

April-please add to packet as I previously requested that you include a placeholder for this item.

If I do not speak to you please have a safe and wonderful New Year.

Best,

Patrick

Patrick M. Carter

TISHER, WOLAVER, FREE, CARTER & LYNN, PLLC
809 South Main Street
P.O. Box 1431
Columbia, TN 38402-1431
☎ Phone: (931) 388-8868
☎ Fax: (931) 388-6717
pcarter@tgwlawfirm.com

CONFIDENTIALITY NOTICE: If you have received this email in error, please immediately notify the sender by email at the address shown. This email transmission may contain confidential information. This information is intended only for the use of the individual(s) or entity(ies) to whom it is intended, even if addressed incorrectly. Please delete it from your files if you are not the intended recipient. Thank you for your consideration.

Please consider the environment before printing this email.

From: Billie Gaye Haywood
Sent: Wednesday, December 30, 2015 2:19 PM
To: Patrick Carter <pcarter@tgwlawfirm.com>
Subject: Resolution

RESOLUTION 16-06

A RESOLUTION TO ACCEPT THE DONATION OF THE RIGHT-OF-WAY (ROW) FOR U.S. 31 COLUMBIA PIKE ON THE WEST SIDE OF SAID STREET NORTH OF CAMPBELL STATION PARKWAY

WHEREAS, a Quit Claim Deed has been prepared and offered for dedication to the City of Spring Hill by SUNTRUST BANK; and

WHEREAS, U.S. 31 Columbia Pike is identified as an arterial road in the Spring Hill Major Thoroughfare Plan; and

WHEREAS, it was deemed necessary to install a designated “right turn” lane in southbound U.S. 31 Columbia Pike north of Campbell Station Parkway to facilitate right turn movements onto Campbell Station Parkway; and

WHEREAS, the Board of Mayor and Alderman have determined that it is in the City of Spring Hill’s best interest to accept the ROW for same to ensure a smooth and safe traffic flow from southbound U.S. 31 Columbia Pike onto Campbell Station Parkway.

NOW, THEREFORE BE IT RESOLVED, that the Board of Mayor and Alderman for the City of Spring Hill authorizes the Mayor to accept the donation of the ROW for U.S. 31 Columbia Pike, as described on the attached EXHIBIT A and as shown on the Attached EXHIBIT B, and execute the necessary documents to complete the conveyance to the City of Spring hill, Tennessee.

Passed and adopted by the board of Mayor and Alderman of the City of Spring Hill, Tennessee on the 19th day of January, 2016.

Rick Graham, Mayor

ATTEST:

April Goad, City Recorder

LEGAL FORM APPROVED:

Patrick Carter, City Attorney

Return to THIS INSTRUMENT PREPARED BY:
 GRAYBILL, LANSCH & VINZANI, LLC
 2721 Devine Street
 Columbia, SC 29205

RIGHT OF WAY DEED

Pick Up

Address New Owner:	Send Tax Bills To:	Map/Parcel Numbers:
City of Spring Hill 199 Town Center Parkway Spring Hill, Tennessee	Same	Part of 153-9.05

FOR AND IN CONSIDERATION OF the sum of TEN AND NO/100th DOLLARS (\$10.00) cash in hand paid and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, SUNTRUST BANK (the "Grantor"), does hereby quitclaim and convey to the CITY OF SPRING HILL, a municipal corporation organized under the laws of the State of Tennessee (the "Grantee"), all of the Grantor's right, title and interest, if any, in and to that certain real property in Williamson County, Tennessee, more particularly described on Exhibit A attached hereto (the "Property").

Said Property is further shown as R.O.W. Dedication -834 Sq. Ft. (0.019 Ac.+/-) on Exhibit B attached hereto.

TO HAVE AND TO HOLD said Property, together with the appurtenances, hereditaments, estate, title and interest thereto belonging, to Grantee, forever.

The conveyance described herein is subject to such limitations, restrictions and encumbrances as may affect the Property or any portion thereof. Grantor makes no representations or warranties whatsoever with regard to the Property or the Grantor's interest therein.

[Signatures on Following Pages]

BK: 6554 PG: 275-280
15037981

6 PGS:AL-DEED	
400331	
09/02/2015 - 01:34 PM	
BATCH	400331
MORTGAGE TAX	0.00
TRANSFER TAX	40.33
RECORDING FEE	30.00
DP FEE	2.00
REGISTER'S FEE	1.00
TOTAL AMOUNT	73.33

STATE OF TENNESSEE, WILLIAMSON COUNTY
SADIE WADE
 REGISTER OF DEEDS

IN WITNESS WHEREOF, the undersigned Grantor has caused this instrument to be executed as of the 8th day of May, 2015.

GRANTOR:

SUNTRUST BANK

By: [Signature]
Name: Liza Littrell
Title: First Vice President

STATE OF GEORGIA
COUNTY OF FULTON

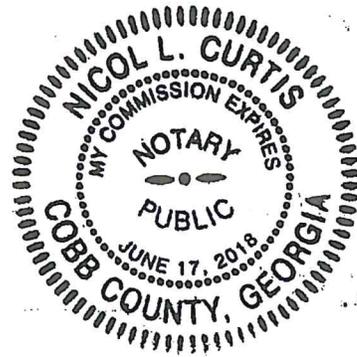
Personally appeared before me, the undersigned, a Notary Public having authority within the State and County aforesaid, Liza Littrell, with whom I am personally acquainted, and who acknowledged that himself/herself to be First Vice President of SunTrust Bank, the within named Grantor, and that he/she as such First Vice President executed the within instrument for the purposes therein contained, by signing the name of the company as its First Vice President.

WITNESS my hand, at office, this 8th day of May, 2015.

[Signature: Nicol L. Curtis]
Notary Public

My Commission Expires:

June 17, 2018



STATE OF SOUTH CAROLINA)

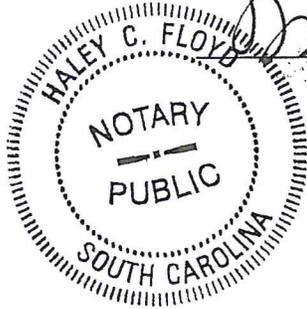
COUNTY OF RICHLAND)

The actual consideration for this transfer or value of property transferred (whichever is greater) is
\$ 10,900.

[Signature]

Sworn to and subscribed before me this 29 day of May, 2015.

[Signature]
Notary Public



My Commission Expires:

9-16-18

EXHIBIT A

Being a tract of land lying in Spring Hill, Williamson County, Tennessee, also being part of Lot 1 of the Final Plat of Magli/Campbell Spring Hill, as of record in Plat Book 45, Page 141, at the Register's Office for Williamson County, Tennessee, and being more particularly described as follows;

Beginning at a point at the intersection of the northerly right-of-way line of Campbell Station Parkway and the westerly right-of-way line of U.S. 31 Columbia Pike;

Thence leaving the westerly right-of-way line of U.S. 31 Columbia Pike, with the northerly right-of-way line of Campbell Station Parkway, North 76 deg 28 min 28 sec West, 6.63 feet to a point;

Thence leaving the northerly right-of-way line of Campbell Station Parkway, with a line through said Lot 1, also being the property of SunTrust Bank, as of record in Deed Book 4131, Page 974, at the Register's Office for Williamson County, Tennessee, for the following three calls;

- 1) North 25 deg 07 min 31 sec East, 12.36 feet to a point;
- 2) North 17 deg 22 min 23 sec East, 102.51 feet to a point;
- 3) North 20 deg 12 min 19 sec East, 102.03 feet to a point in the westerly right-of-way line of U.S. 31 Columbia Pike;

Thence with the westerly right-of-way line of U.S. 31 Columbia Pike, South 17 deg 23 min 52 sec West, 216.22 feet to the **POINT OF BEGINNING**. Containing 834 square feet or 0.019 acres more or less.

Being part of the same property conveyed to SunTrust Bank, as of record in Deed Book 4131, Page 974, at the Register's Office for ~~Davidson~~ Williamson County, Tennessee.

WILLIAMSON

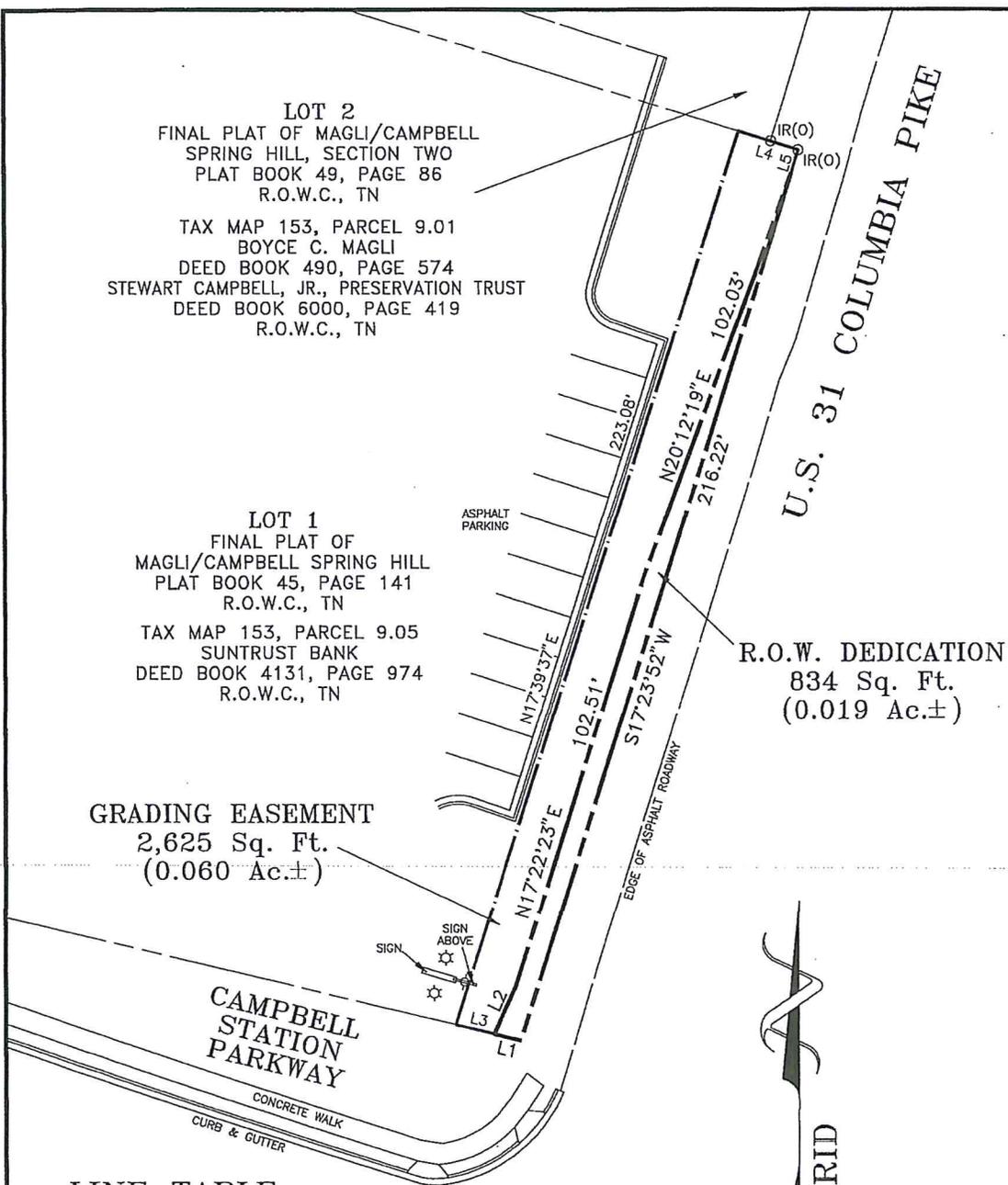
EXHIBIT B

LOT 2
 FINAL PLAT OF MAGLI/CAMPBELL
 SPRING HILL, SECTION TWO
 PLAT BOOK 49, PAGE 86
 R.O.W.C., TN
 TAX MAP 153, PARCEL 9.01
 BOYCE C. MAGLI
 DEED BOOK 490, PAGE 574
 STEWART CAMPBELL, JR., PRESERVATION TRUST
 DEED BOOK 6000, PAGE 419
 R.O.W.C., TN

LOT 1
 FINAL PLAT OF
 MAGLI/CAMPBELL SPRING HILL
 PLAT BOOK 45, PAGE 141
 R.O.W.C., TN
 TAX MAP 153, PARCEL 9.05
 SUNTRUST BANK
 DEED BOOK 4131, PAGE 974
 R.O.W.C., TN

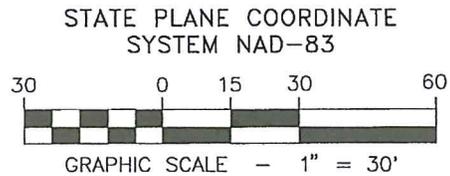
GRADING EASEMENT
 2,625 Sq. Ft.
 (0.060 Ac.±)

R.O.W. DEDICATION
 834 Sq. Ft.
 (0.019 Ac.±)



LINE TABLE

Line	Length	Bearings
L1	6.63'	N76°28'28"W
L2	12.36'	N25°07'31"E
L3	9.46'	N76°28'28"W
L4	15.03'	S72°39'13"E
L5	5.78'	S17°23'52"W



Lot:	1	Subdivision:	Final Plat of Magli/Campbell Spring Hill			
Tax Map:	153	Parcel:	9.05	Survey Type:	Property Exhibit	
Owner:	SunTrust Bank		Deed Book:	4131	Page:	974
Scale:	1" = 30'	Job Number:	14040ex		Dated:	Oct. 21, 2014

Cherry Land Surveying, Inc.
 622 West Iris Drive, Nashville, Tennessee 37204
 Phone: (615) 269-3972 E-mail: cherryls@comcast.net



CERTIFICATE OF SATISFACTORY COMPLETION

Dec. 21, 2015

Tennessee Spring Hill Wilkes

Shop of Campbell Station

Highway 31 Turn Lane

Development Name: Tennessee Spring Hill Wilkes

Phase or Section of Construction: Lot 2 3 & 4 Magli/Campbell Section 2

Public Improvements: (Highway 31 Turn Lane)

I hereby certify that I have supervised and inspected the improvements to ensure that the design intent has been achieved.

Record Drawings have been submitted by Applicant's engineer to the City pursuant to ordinance requirements.

Further, Developer must establish a Maintenance Surety with the City to guarantee defects in workmanship or materials for a one year period.

Wayne Patterson

City of Spring Hill Utility Inspector (signature)

WAYNE PATTERSON

Printed name:

Approved By:

Jeff Foster

Jeff Foster, Director of Public Works

**FORM FOR OFFER OF
IRREVOCABLE DEDICATION**

AGREEMENT made this ___ day of _____ 2015, by and between the City of Spring Hill a municipal corporation, having its office and place of business at 199 Town Center Parkway, Spring Hill, Tennessee, hereinafter designated as the "City" and TN SPRING HILL WILKES, LLC a South Carolina limited liability company, having its office and place of business at hereinafter designated as the "Developer".

WHEREAS, the Spring Hill Planning Commission is in the process of approving a subdivision plat entitled Final Plat of Revision One Magli/Campbell Spring Hill, Section Two dated and January 9, 2015 prepared by Cherry Land Surveying, Inc. and

WHEREAS, said plat designates certain public improvements consisting of Roads, Right of Way to be dedicated to the City of Spring Hill free and clear of all encumbrances and liens, pursuant to the requirements of the Spring Hill Planning Commission and the City; and

WHEREAS, the Developer, simultaneously herewith, shall post a performance surety with the City for the construction, maintenance, and dedication of said improvements, if required;

WHEREAS, the Developer is desirous of offering for dedication the said improvements and land to the City more particularly described in Schedule I attached hereto;

WHEREAS, the Developer has delivered copies of Documents or Deeds of conveyance to the city for the said land and improvements as described herein;

NOW, THEREFORE, in consideration of the sum of one dollar (\$1.00) lawful money of the United States paid by the City to the Developer and other good and valuable consideration, it is mutually **AGREED** as follows:

- A. The Developer herewith delivers to the City copies of Documents or Deeds of conveyance for the premises described in Schedule I attached hereto, said delivery being a formal offer of dedication to the City until the acceptance or rejection of such offer of dedication by the City.
- B. The Developer agrees that said formal offer of Dedication is irrevocable and can be accepted by the City at any time, at which time Developer shall deliver the original Deeds of conveyance to the City.
- C. The Developer agrees to complete the construction and maintenance of the land and improvements pursuant to the performance surety and the requirements of the Spring Hill Planning Commission and any ordinances, regulations, requirements, covenants, and agreements that may be imposed by the City with respect thereto and, upon acceptance by the City of the offer of dedication, furnish to the City a sworn statement certifying that the premises are free and clear of all liens and encumbrances and shall furnish to the City a check for all necessary fees and taxes to record the Documents heretofore delivered.
- D. That this irrevocable offer of dedication shall run with land and shall be binding on all assigns, guarantees, successors, or heirs of the Developer.

E. The City by action of the Board of Mayor and Aldermen on the ____ day of _____, 2015, accepted the infrastructure as presented in the offer of dedication and directed the governmental representative to sign the offer of dedication on behalf of the City

Developer Company Name:

TN SPRING HILL WILKES, LLC

August 28 2015
Date

[Signature]
Developer Signature

(CORPORATE SEAL)

ATTEST: _____

FOR THE CITY OF SPRING HILL:

BY: _____
Signature

_____ 20 _____

Printed Name

**ACKNOWLEDGEMENT:
COPARTNERSHIP**

STATE OF South Carolina

(COUNTY OF Greenville) SS: _____

On this 27th day of August of 2015, before me personally appeared Phillip I. Wilson, to me known to be one of the firm TN Spring Hill Wilkes LLC, manager described in and who executed the foregoing instrument, and he thereupon acknowledged to me that he executed such instrument as and for the act and deed of said firm.



[Signature]
CORPORATE

My Commission Expires
January 2, 2025

STATE OF _____

(COUNTY OF _____) SS: _____

On this _____ day of _____, 20____, before me personally appeared _____, to me known, who, being by me first duly sworn, did depose and say that he resides in _____; that he is the _____ of _____ the corporate seal affixed to said instrument is such corporate seal; that it was so affixed by order and authority of the Board of Directors of said corporation, and that he signed his name thereto by like order and authority.

INDIVIDUAL

SCHEDULE I

Being a tract of land lying in Spring Hill, Williamson County, Tennessee, also being part of Lot 1 of the Final Plat of Magli/Campbell Spring Hill, as of record in Plat Book 45, Page 141, at the Register's Office for Williamson County, Tennessee, and being more particularly described as follows;

Beginning at a point at the intersection of the northerly right-of-way line of Campbell Station Parkway and the westerly right-of-way line of U.S. 31 Columbia Pike;

Thence leaving the westerly right-of-way line of U.S. 31 Columbia Pike, with the northerly right-of-way line of Campbell Station Parkway, North 76 deg 28 min 28 sec West, 6.63 feet to a point;

Thence leaving the northerly right-of-way line of Campbell Station Parkway, with a line through said Lot 1, also being the property of SunTrust Bank, as of record in Deed Book 4131, Page 974, at the Register's Office for Williamson County, Tennessee, for the following three calls;

- 1) North 25 deg 07 min 31 sec East, 12.36 feet to a point;
- 2) North 17 deg 22 min 23 sec East, 102.51 feet to a point;
- 3) North 20 deg 12 min 19 sec East, 102.03 feet to a point in the westerly right-of-way line of U.S. 31 Columbia Pike;

Thence with the westerly right-of-way line of U.S. 31 Columbia Pike, South 17 deg 23 min 52 sec West, 216.22 feet to the **POINT OF BEGINNING**. Containing 834 square feet or 0.019 acres more or less.

Being part of the same property conveyed to SunTrust Bank, as of record in Deed Book 4131, Page 974, at the Register's Office for Davidson County, Tennessee.

RESOLUTION 16-07

**A RESOLUTION AUTHORIZING THE CITY OF SPRING HILL
TO PARTICIPATE IN THE TDEC CLEAN TENNESSEE ENERGY
MATCHING GRANT PROGRAM**

WHEREAS, the City of Spring Hill has the opportunity to reduce electrical and HVAC consumption through cost and usage reduction techniques at City Hall, the public library and the Water Treatment plant; and

WHEREAS, TDEC is offering a 50/50 Matching Grant Program to implement the proposed energy reduction techniques; and

WHEREAS, the City of Spring Hill now seeks to participate in this important program.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee the following:

SECTION 1. That the City of Spring Hill is hereby authorized to submit application for the Clean Tennessee Energy Matching Grant Program through TDEC.

SECTION 2. That the City of Spring Hill is further authorized to provide a matching sum not to exceed \$26,409.78 to serve as a match for any monies provided by this grant. Obligated funding will be included in the 2016-2017 budget.

Passed and adopted this 19th day of January, 2016.

Rick Graham, Mayor

ATTEST:

April Goad, City Recorder

LEGAL FORM APPROVED:

Patrick Carter, City Attorney



DATE: Dec. 30, 2015

TO: BOMA

FROM: Jeremy Polk, MS4 Coordinator

**RE: Authorization to participate in TDEC Clean
Tennessee Energy matching grant program**

OVERVIEW: Authorization to participate in a matching grant program through TDEC.

HIGHLIGHTS:

- This request is to authorize participation in a grant program that would reduce electrical and HVAC consumption thereby saving the City money

PROJECT/CONTRACT UPDATES:

- This request is not a budgeted item in this year's budget.
- Total Cost is \$52,819.55; City will be required to pay funds as work is done and then receive 50% reimbursement from TDEC.
- City's 50% cost will not exceed \$26,409.78.
- The cost and usage reduction techniques will be implemented at City Hall, the public library and the Water Treatment plant

ACTION ITEMS:

- Request that this authorization be approved.

CONCERNS/ISSUES/PROBLEMS:

- None

Respectfully,

Jeremy Polk, MS4 Coordinator

CITY OF SPRING HILL ENERGY EFFICIENT UPGRADES

Background Information:

The City of Spring Hill seeks to use Clean Tennessee Energy grant funds to reduce electrical and HVAC consumption at the following municipal facilities: City Hall, Spring Hill Water Plant, & Spring Hill Library. The City believes this can be accomplished by the following:

SPRING HILL CITY HALL

City Hall will retrofit the existing basic thermostats with 7-day multi-time setting thermostats and replace existing on/off light switches with passive infrared wall switch occupancy sensor or lighting controlled passive infrared ceiling sensors. The individual area determines the wall or ceiling option. Upgraded thermostats will create set back temperatures during unoccupied hours. Lighting controls will prevent any area not authorized to remain on all hours are turned off after work hours and will reduce any areas when on-site personnel are absent the area after a designated time.

The City seeks to install a single room Energy Efficient Ductless Mini-Split HVAC unit into a server/electronics room for controlled temperature and remove the room from the existing HVAC unit supplying additional offices. The existing unit operates continuously to satisfy the server/electronics required temperatures, causing the additional offices ineffective & uncomfortable working temperatures. The City Hall building is owned and maintained by the City.



Installation of IR sensors will reduce lighting when occupants are out of office during the work day and ensure they are off during non-working hours.



The current thermostats call for heat or cool only. The set temperature remains until changed. Retrofit to a multi-day, multi-time setting will instantly reduce operating cost/usage during non-work hours.

SPRING HILL WATER PLANT

The City of Spring Hill Water Plant seeks to retrofit the existing 400 watt metal halide ceiling fixtures with 150 watt LED High Bay Base with lamp. The 33 interior fixtures never shut off and are continually on due to 24 hour employees on-site and is required for this building type.

The Water Plant also seeks to retrofit 8 outdoor wall-mounted lights. The existing lamps are 175 watt metal halide and will be retrofit to 42 watt LED fixtures. These fixtures operate during non-daylight hours. The water plant is owned and maintained by the City and will reduce maintenance cost, material cost, and decrease usage and cost over the 8-10 year lifespan of the fixtures.



The current 250 watt lamps (Left) last from 6-8 months. The 42 watt LED (Right) is expected to last 8-10 years.



The 400 watt metal halide (Left) typically last 6-8 months. The 150 watt LED base w/ lamp (Right) is expected to last 8-10 years!



SPRING HILL LIBRARY

The City of Spring Hill Library seeks to install an automated Energy Management System for HVAC efficiency reduction. The retrofit will create scheduled settings for daily usage, monitor the facilities HVAC capabilities, and report issues to designated personnel. In addition, we seek to replace twelve (12) 175 watt metal halide outdoor wall packs with 42 watt LED. This retrofit is like the Water Plant stated above. This will reduce maintenance cost, daily usage and cost, and prevent early unit life cycle span. The library is owned and maintained by the City.

Energy Efficiency & Cost Savings:

This project makes a strong business case for energy efficiency.

City of Spring Hill City Hall

- The City anticipates a 35-40% energy reduction for the installation of programmable thermostats – From 146,520 kwh/year to 87,912 kwh/year.
- The City anticipates a 10-15% energy reduction for the installation of passive infrared wall light switches and passive IR ceiling sensors – 73260 kwh/year to 62271 kwh/year.
- The Energy Efficient Ductless Mini-Split HVAC unit install will accomplish two items:
 - The existing three ton unit supporting the server/electronics room will run at a decreased rate, reduce maintenance cost, and support the additional offices with a proper work environment.
 - The server/electronics room will run at a set temperature to ensure decreased usage and provide the required temperature to prevent computer equipment damage.
- This project will save the City approximately \$68,427.80 over the next 10 years and does not factor the savings from reduced maintenance and labor hours.
- Estimated Return On Investment is 2 years, 5 months. Payback schedule is displayed below.

City of Spring Hill Water Plant

- The City anticipates a 20-25% energy reduction for the retrofit of 33 metal halide hi-bay fixtures and 8 metal halide wall pack fixtures to LED – From 1,580,700 kwh/year to 1,501,749 kwh/year.
- This project will save approximately \$78,951.00 over 10 years. These fixtures have an expected life span of 8-10 years.
- The savings do not factor cost of current materials replacements or maintenance labor hours.
- Estimated Return On Investment is 2 years, 8 months. Payback schedule is displayed below.

City of Spring Hill Library

- The City anticipates a 30-35% energy reduction for the installation of an Energy Management System for HVAC control and retrofit of twelve (12) 175 watt metal halide wall packs. From – 239,280 kwh/year to 189,803 kwh/year.
- This project will save approximately \$51,357.60 over 10 years. The savings do not factor the cost of existing materials and maintenance labor hours and potentially expand the life of existing HVAC units.
- Estimated Return On Investment is 2 years, 10 months.

GENERAL PUBLIC BENEFIT:

The LED lights give off a strong white light that provides better illumination than what is currently installed, thus improving public safety and city employee work areas, and improved security lighting from the new wall packs. The current lights only last 6 months, making it difficult and cost inefficient to replace. The long life cycle of the LEDs will ensure a well-lit Water Plant and Library.

The Programmable Thermostats will provide instant savings and continue thru the life of the facility. The existing thermostats do not support set back temperatures or schedules to maximize savings.

The Passive IR ceiling & wall mounted sensors will decrease work time usage when personnel are not occupying areas, ensure all lighting is off during non-work hours, and extend the life of the current lights, reducing replacement cost and labor to install.

The Energy Management System (EMS) will ensure the Public Library receive a comfortable relaxing environment while reducing the cost and usage of non-work hours in setback mode. The electronic schedule will eliminate on-site personnel making adjustments daily as well as providing automatic notification of any maintenance issues monitored by the EMS.

CREATIVE/NEW TECHNOLOGY:

In the last 10 years, LEDs have surged in the marketplace and costs have decreased for an improved ROI/Payback period. They have become an increasingly reliable, aesthetic, proven, and cost effective option. Retrofitting thermostats to decrease HVAC cost/usage are becoming the standard of everyday office space. Motion Sensor Technology have drastically improved over the last 5 years. These installations ensure maximum electrical savings in lighting. Energy Management Systems have been integrated into civilian and government facilities for several years. Facilities with weekly set hours of operation can maximize HVAC efficiency thru programmed schedules as well as decrease response time to maintenance issues.

QUALIFICATIONS, EXPERIENCE, CAPABILITIES, AND SCHEDULING:

If awarded, the City will follow its procurement policy for projects in each range. Based on the average cost of materials for municipalities, the materials will be purchased by the City. Installation of materials will be awarded to qualified contractors. The Energy Management System will be provided within the awarded contractors bid.

The project can be completed within six (6) months after entering into a contract with TDEC and the Facilities Directors, Director of Public Works, and Principal Planner will administer the grant and oversee the project.

PUBLIC AWARENESS/EXPOSURE:

If awarded, the City will devote \$2,500 towards “in-kind” staff time to inform the public about this project. The City will issue a press release, include information on our website, and create a video that informs the public on the current conditions, the retrofit process, and the results.

PROTECTION OF ENVIRONMENTAL RESOURCES:

This project is a low-impact improvement that will reduce the City’s energy usage and operational expenses. The long lifespan will reduce material waste to the landfill and reduction of vehicle emissions (decreased travel time & fuel for maintenance vehicles). It is estimated the LED products will last twenty (20) times longer than the existing metal halides.

ABILITY TO MATCH GRANT FUNDS:

The City commits to a 50% monetary match as well as in-kind time for the public awareness effort.

AIR QUALITY AND ESTIMATE OF REDUCTIONS:

Spring Hill is located in an 8-hour ozone nonattainment area and the 1-hour Ozone Maintenance Area. The combined facilities annual kwh usage is approximately 2,064,180. The combined facilities annual kwh reduction is approximately 198,025. Based on the EPA emissions calculator at <http://www.epa.gov/energy/greenhouse-gas-equivalencies-calculator>, this amounts to 151 metric tons of CO2 equivalent.

CONCLUSION

After considering many improvements and analyzing various ROIs, we are proposing the upgrades above only because of the dramatic payback period and determined ROI for each. The significant improvement to the City Hall complex, Library, and Water Plant will benefit the community and city staff by providing safer lighting, improved HVAC capabilities, and reduce our budgeted cost.

Total 7 year consumption cost and usage without project retrofit - \$1,329,076.42 / 14,449,260kwh
Total 7 year consumption cost and usage with project retrofit - \$1,189,960.94 / 13,063,085kwh
7 year Cost & Usage Savings - \$139,115.48 / 1,386,175kwh!!

PAYBACK SCHEDULE:

<u>CITY OF SPRING HILL CITY HALL</u>					
<u>Materials</u>	<u>Labor</u>	<u>Material Type</u>	<u>Individual Project Cost</u>		<u>Total Project Cost</u>
\$ 1,980.00	\$ 2,600.00	Pgrm. T'Stats (11)	\$ 4,580.00		\$ 16,349.55
\$ 1,509.55	\$ 1,200.00	IR Wall Sensors (35)	\$ 2,709.55	1st year Payback	\$ 6,842.78
\$ 1,360.00	\$ 1,700.00	IR Ceiling Sens. (16)	\$ 3,060.00		\$ 9,506.77
\$ 6,000.00	(included)	HVAC retrofit (1)	\$ 6,000.00	2nd year Payback	\$ 6,842.78
					\$ 2,663.99
\$ 10,849.55	\$ 5,500.00		\$ 16,349.55	5 months	\$ 2,851.15
					\$ 187.16
PROJECT PAYBACK PERIOD - 2 YEARS 5 MONTHS					
CITY OF SPRING HILL PAYBACK - 1 YEAR 2.5 MONTHS					
<u>CITY OF SPRING HILL LIBRARY</u>					
<u>Materials</u>	<u>Labor</u>	<u>Material Type</u>	<u>Individual Project Cost</u>		<u>Total Project Cost</u>
\$ 5,900.00	\$ 3,800.00	EMS HVAC (1)	\$ 9,700.00		\$ 14,550.00
\$ 2,850.00	\$ 2,000.00	LED Wall pack (12)	\$ 4,850.00	1st year Payback	\$ 5,135.76
					\$ 9,414.24
\$ 8,750.00	\$ 5,800.00		\$ 14,550.00	2nd year Payback	\$ 5,135.76
					\$ 4,278.48
				10 months	\$ 4,279.80
PAYBACK PERIOD - 2 YEARS 10 MONTHS					\$ 1.32
CITY OF SPRING HILL PAYBACK - 1 YEAR 5 MONTHS					
<u>CITY OF SPRING HILL WATER PLANT</u>					
<u>Materials</u>	<u>Labor</u>	<u>Materials Type</u>	<u>Individual Project Cost</u>		<u>Total Project Cost</u>
\$ 9,570.00	\$ 8,000.00	LED Hi-Bay (33)	\$ 17,570.00		\$ 20,670.00
\$ 1,900.00	(included)	LED Wall pack(8)	\$ 1,900.00	1st year Payback	\$ 7,895.10
\$ 1,200.00		Lift Rental	\$ 1,200.00		\$ 12,774.90
				2nd year Payback	\$ 7,895.10
\$ 12,670.00	\$ 8,000.00		\$ 20,670.00		\$ 4,879.80
				8 months	\$ 5,263.40
					\$ 383.60
PAYBACK PERIOD - 2 YEARS, 8 MONTHS					
CITY OF SPRING HILL PAYBACK - 1 YEAR, 4 MONTHS					

BUDGET JUSTIFICATION:

The City anticipates purchasing the following materials (Est.): 33 LED Hi-bay fixtures (\$9,570.00), 20 LED wall packs (\$4750.00), 11 Programmable thermostats (\$1,980.00), 35 Wall sensors (\$1,509.55), 16 Ceiling Sensors (\$1,360.00), 1 HVAC ductless mini-split system w/labor (\$6,000.00), 1 multi day lift rental (\$1,200.00), and 1 Energy Management System w/ components (\$5,900.00), and labor hours to complete multiple installations (\$19,300). All values have been budgeted for possible rate hikes from proposal creation to project execution.

Lastly, the City \$2,500 has been dedicated as “in-kind” match. City staff will devote time to writing a press release, administering the grant, update the website to include project details, and create a video that documents the current conditions, retrofit, and completed project results.

Click here to view the
Draft Stormwater Ordinance

(Updated Ordinance will be provided prior to BOMA Voting Meeting)

Ordinance 16-02

Ordinance 16-02, to rezone property located at 5242 Main Street from B-2, Neighborhood Shopping District, to B-4 Central Business. *(to be considered by the Planning Commission on January 11, 2016)* Dara Sanders, City Planner



(Ordinance to be submitted after Planning Commission recommendation)



SUBJECT: ORD 16-02 (5242 Main Street)

DATE: January 4, 2016

ATTENTION: Board of Mayor and Aldermen (BOMA)

DEPARTMENT HEAD: Dara Sanders, City Planner

STAFF MEMORANDUM

Project update: This property is located at 5242 Main Street, north of Duplex Road. In October of 2015, the Board of Mayor and Aldermen approved a request to rezone the property from R-1, Low Density Residential, to B-2, Neighborhood Shopping. The applicant requests to rezone the property again to B-4, Central Business.

This request has not yet been presented to the Planning Commission.

Ordinance 16-03

Ordinance 16-03, to rezone property known as Cadence Crossing from R-2, Medium Residential, to B-2 Neighborhood Shopping. *(to be considered by the Planning Commission on January 11, 2016)* Dara Sanders, City Planner



(Ordinance to be submitted after Planning Commission recommendation)

PREVIOUS BUSINESS

ORDINANCE 15-27

AN ORDINANCE TO AMEND ORDINANCE NO. 86-47, THE SAME BEING THE ZONING ORDINANCE OF THE CITY OF SPRING HILL, BY REZONING PROPERTY BEING TAX MAP 044, PARCEL 27.00 FROM R-2 PLANNED UNIT DEVELOPMENT TO R-6, TRADITIONAL NEIGHBORHOOD DEVELOPMENT

WHEREAS, the City of Spring Hill Zoning Ordinance, the same being Ordinance No. 86-47, and the zoning maps therein adopted be, and the same are, hereby amended by rezoning the property herein described as Maury County Tax Map 044, Parcel 027.00 from R-2 Planned Unit Development (PUD) to R-6, Traditional Neighborhood Development.

WHEREAS, the conditions of approval are as follows:

1. The conceptual plan and booklet shall be revised to reflect a balance of single-family detached, single-family attached and multi-family dwellings.
2. Approval of this zoning designation does not guarantee “active recreational” uses outside of the permitted uses of the R-6 zoning district nor does it guarantee bonus units.
3. Compliance with all permitted uses, standards, and dwelling unit bonuses will be evaluated at the time of the development request.

WHEREAS, said property to be rezoned from R-2 PUD to R-6 is located within the corporate limits of the City of Spring Hill.

WHEREAS, this Ordinance was recommended by the Spring Hill Municipal Planning Commission on the 12th of October, 2015, with notice of said hearing being given fifteen (15) days or more before said approval.

WHEREAS, this Ordinance shall take effect from and after its adoption, the Public welfare requiring it.

WHEREAS, all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF SPRING HILL, TENNESSEE, BOARD OF MAYOR AND ALDERMEN that the City of Spring Hill Zoning Ordinance, the same being Ordinance No. 86-47, and the zoning maps therein adopted be, and the same are hereby amended by rezoning the property herein described as Maury County Tax Map 044, Parcel 027.00 from R-2 Planned Unit Development (PUD) to R-6, Traditional Neighborhood Development.

PASSED AND ADOPTED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF SPRING HILL, TENNESSEE, this, the 19th day of January, 2016.

Rick Graham, Mayor

ATTEST:

April Goad, City Recorder

LEGAL FORM APPROVED:

Patrick Carter, City Attorney

Passed on First Reading: October 19, 2015

Passed on Second Reading: January 19, 2016



SUBJECT: ORD 15-27 (Stonecreek)

DATE: October 5, 2015

ATTENTION: Board of Mayor and Aldermen (BOMA)

DEPARTMENT HEAD: Dara Sanders, City Planner

STAFF MEMORANDUM

Property description: This undeveloped property is located south of the intersection of Rice Road and Derryberry Road, and is part of the Meadowbrook Planned Unit Development. It is not currently accessible from a public or private street. Further, street connectivity in the surrounding area is limited to nonexistent, and future connectivity from the east is significantly limited due to Interstate 65. The northern portion of the property is encumbered by floodplain, and the majority of the property has significant changes in grade and tree canopy.

Request: The applicant requests to rezone the property from R-2 PUD to R-6 Traditional Neighborhood Development to allow for single-family attached, multi-family, and commercial uses with a maximum density of 7.58 dwelling units per acre. As required by the zoning ordinance, the applicant has provided a booklet detailing information regarding existing site conditions, the proposed uses, and proposed densities.

On October 12th, the Planning Commission forwarded this request to the Board of Mayor and Aldermen with a recommendation for approval, subject to conditions (included in the ordinance), based on the findings below.

Future Land Use Designation: The future land use designation of the property is **Residential Area**, which enhances access to housing options and urban amenities and creates new opportunities to enhance quality of life. New development should integrate different housing types of appropriate scale and context and should increase the connections between neighborhoods and other areas. This area encourages a traditional neighborhood development that incorporates low-intensity nonresidential uses intended to serve the surrounding neighborhood on corners and along connecting corridors.

Discussion: The City's comprehensive plan, Spring Hill Rising: 2040, provides considerations for future zoning and development. Among those considerations are opportunities for enhancing existing or emerging neighborhoods with sensitive new development, allowing for a variety of quality housing options for all stages of life, encouraging higher density residential development in new activity centers, and providing for major mixed use centers and urban villages in employment and retail centers at important intersections.

Staff finds that the R-6 zoning district, with its mixture of uses, could promote the development of this property as an urban village, could provide additional quality housing options, and assist in working toward balancing the growth among the two counties. Staff also finds that this development would provide the essential nonresidential services in an area that currently provides none.

Further, the plan recommends encouraging corridor development that improves the visual character and function along major thoroughfares. While the subject property currently has no access to a public street, the City's Major Thoroughfare Plan indicates the extension of Rice Road (a Collector) along the western property line. Staff finds that the

City of Spring Hill, Tenn.

199 Town Center Parkway | Spring Hill, TN 37174 | (931) 486-2252

nonresidential uses and associated form of the R-6 zoning district could set up the framework for quality corridor development unlike any other development currently in the City of Spring Hill.

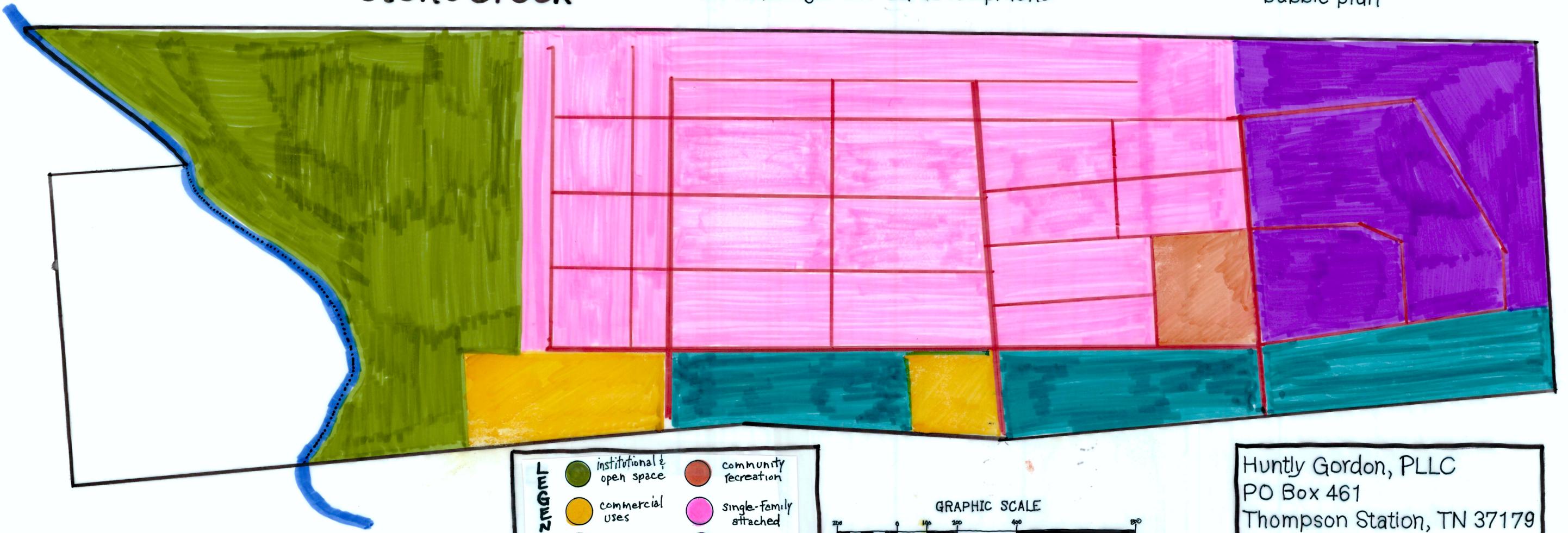
As indicated in the applicant's submittal on the required concept plan, the proposed residential uses do not include single-family detached dwellings. Staff is not in favor of a plan that proposes more than 100 acres limited to multi-family development. Staff recommends including a requirement for a balance of attached and detached dwelling units.

Finally, the applicant has proposed a use identified as "active recreational". Staff has requested multiple times for clarification of this use, but we have not received this requested information. "Active recreational" is not a permitted use in the R-6 zoning district, nor is a similar use designation.

Stone Creek

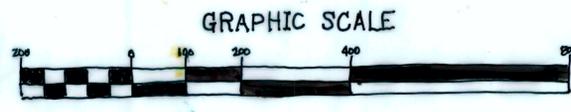
North
a traditional neighborhood development

bubble plan



LEGEND

 institutional & open space	 community recreation
 commercial uses	 single-family attached
 mixed use residential	 multi-family



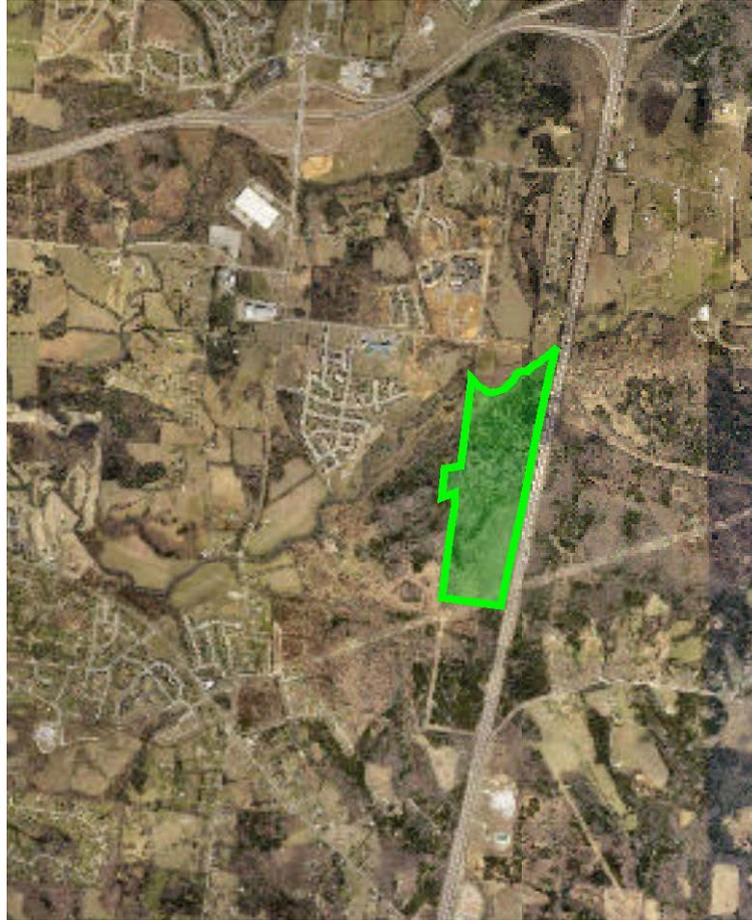
Huntly Gordon, PLLC
PO Box 461
Thompson Station, TN 37179
615-302-0100



StoneCreek

a traditional neighborhood development

Aerial Location Map



No known cemeteries
No known rock outcroppings
No known unique topography
No known environmental listing
No known historical significance
No known archeological significance

Rutherford Creek and its floodplain
is the northern boundary
TVA transmission line crosses
southern end of property

There are 135.63 acres South of the creek
consisting of a variety of pulpwood and scrub cedar that will be harvested

Land Use

NORTH of RUTHERFORD CREEK

- 19.78 acres North of Rutherford Creek (now deeded to the City of Spring Hill)
 - denotes availability of up to 60 bonus units

SOUTH of RUTHERFORD CREEK

- 24.63 acres South of Rutherford Creek dedicated to Active Recreational
- 67 acres comprise Single Family Attached dwellings
 - 620 permitted – 381 proposed - all bonus units would be applicable here
- 36 acres comprise Multi-Family dwellings
 - 576 permitted – 528 proposed
- 2 acres Daycare
- 6 acres Neighborhood Market / Shops
- Density equates to 6.7 dwellings per acre South of Rutherford Creek
(without application of bonus units)

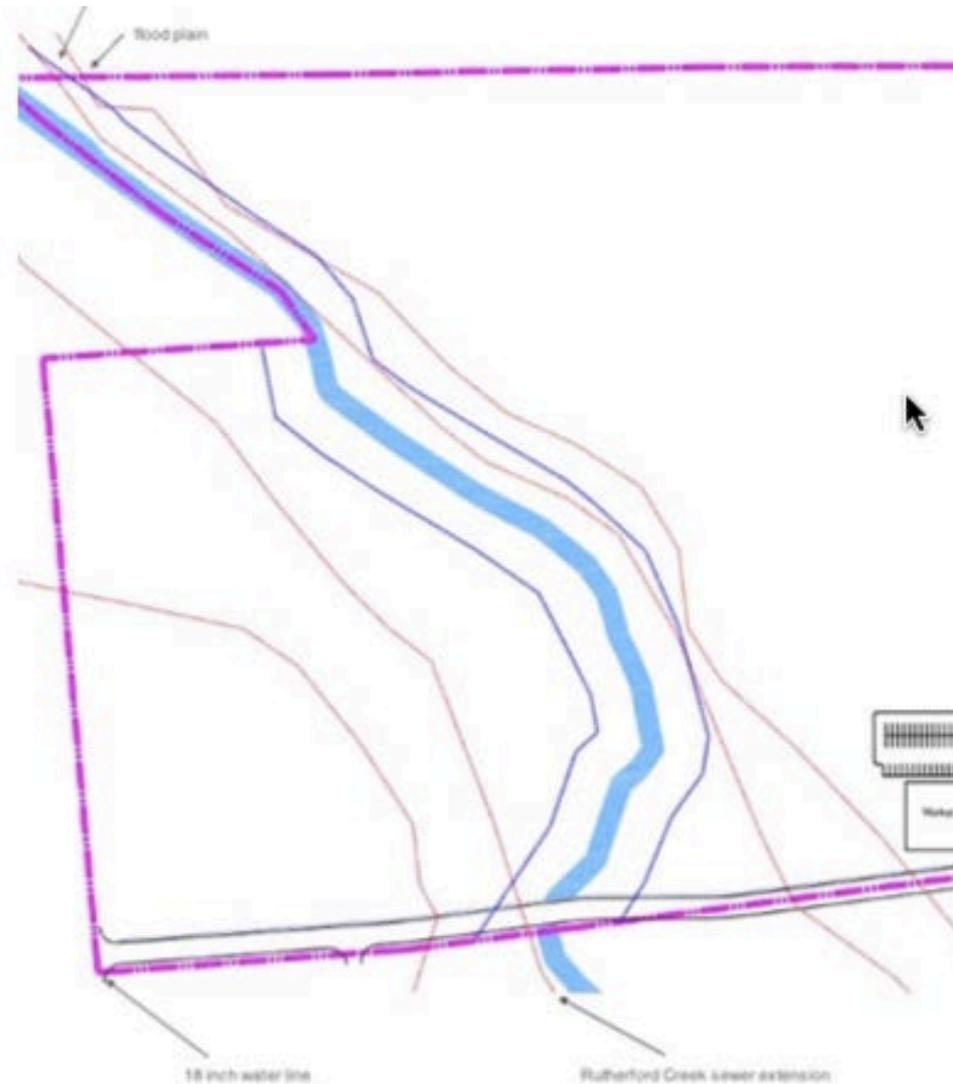
135.63 acres South of Rutherford Creek

27.126 acres is 20% percent open space requirement

35.59 net acres are dedicated to Active Recreational uses in this proposal

(44.41 gross acres less 8.82 acres comprising the Rutherford Creek floodway)

Active Recreational Area

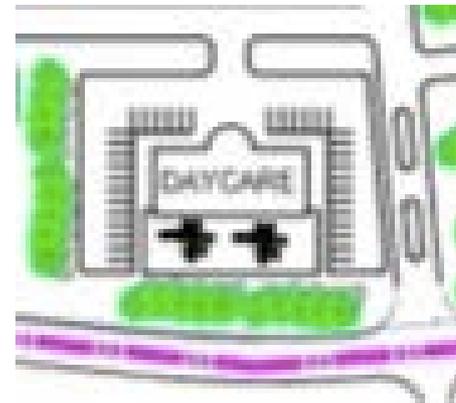


over 44 acres designated as an active recreational area

Community Involvement



Neighborhood Market Shops and Daycare



Permitted uses to include neighborhood grocery stores, bakeries, butcher shops, daycare, florists, restaurants (cafes, coffee shops and neighborhood bars or pubs), studios (music, dance, artisan or exercise), book stores, offices, hair salons, barber shops and dry cleaning

Single Family Attached Bubble Plan

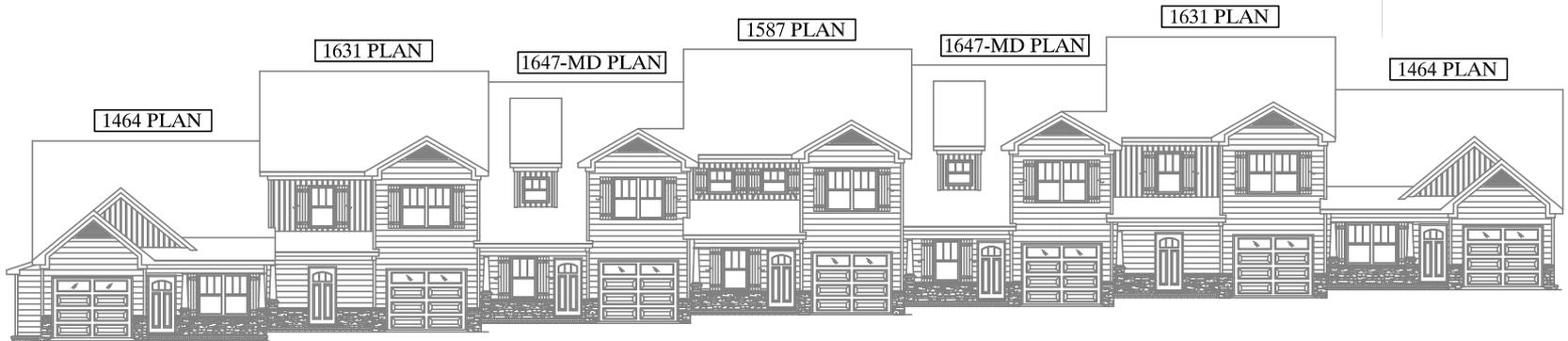


67 acres with 670 dwellings allowed – proposed use has 381 residences

Single Family Attached Dwellings



Single Family Attached Dwellings



Multi-Family Bubble Plan



36 acres with 576 dwellings allowed – proposed use has 528 dwellings

Clubhouse and Pool



Architectural Dimensions

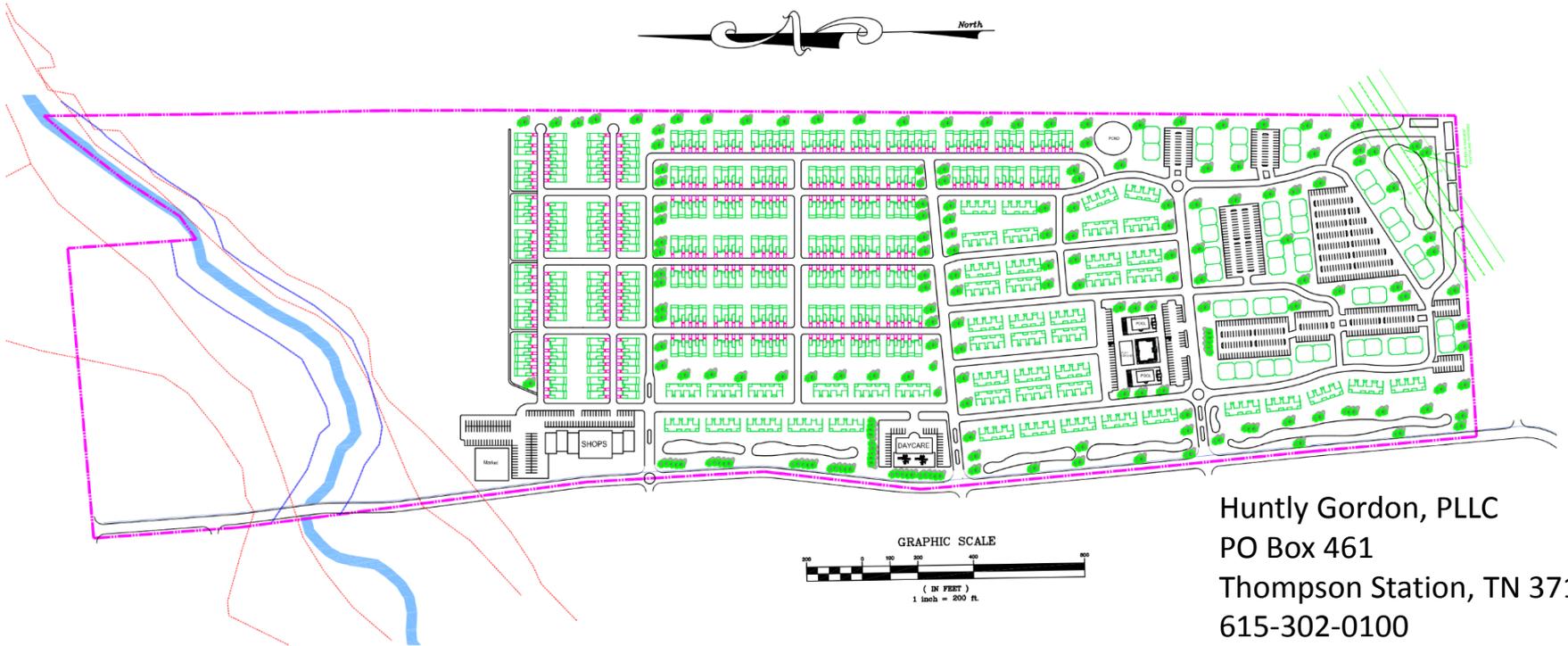


Integrated Storage / Garage and Landscape Buffers



StoneCreek

a traditional neighborhood development
conceptual bubble plan



Huntly Gordon, PLLC
PO Box 461
Thompson Station, TN 37179
615-302-0100

NEW BUSINESS

Resolution 16-08

Resolution 16-08, to approve Dakota Pointe “Landscaping Agreement” **or** to “Memorandum of Understanding” (*to be considered by the Budget and Finance Committee on January 4, 2015*) Dan Allen, Infrastructure Director; Jeff Foster, Public Works Director



(Resolution to be submitted after BFAC recommendation and BOMA discussion on January 4, 2016)

SUBJECT: Landscaping Request along Buckner Lane

DATE: December 4th, 2015

ATTENTION: Board of Mayor and Aldermen

STAFF: Dan Allen, Infrastructure Director



STAFF MEMORANDUM

The purpose of this memo is to provide information regarding a request from the Dakota Pointe HOA to be allowed to place approximately \$30,000 of landscaping mostly in the ROW for Buckner Lane (see attached exhibit and estimate).

Background:

Buckner Lane is currently projected to have a need to be widened to five lanes in order to keep pace with continued residential development and future non-residential development in north Spring Hill. Granting approval of this request would allow the Dakota Pointe HOA to install landscaping as a buffer along the road in the ROW. Given recent developments indicating the possibility of utilizing federal dollars for Buckner Lane, staff have reached out to TDOT to discuss this request and verify the appropriate way to handle the approval if the BOMA desires to approve the request.

Staff Recommendation:

Staff recommends approval of the request with the following conditions:

1. Establishing a formal, written agreement between the City and the HOA.
2. The HOA shall be responsible for all maintenance of the landscaping and the City shall not be held liable for any performance and/or maintenance issues associated with the landscaping.
3. No structures, signage, monuments, or new fence shall be constructed in the existing ROW.
4. Any new monuments, signage, monuments, or fence shall only be constructed in an easement dedicated to the HOA by affected property owners. The HOA shall be responsible for all negotiations and provide documentation that easements have been secured and recorded prior to receiving permits.
5. The City shall bear no responsibility for replacing the landscaping when Buckner Lane is widened in the future. Prior to engaging in this agreement, staff recommends the HOA be required to show documentation that all residents in the neighborhood have been notified that the landscaping investment will be a non-compensable item when Buckner Lane is widened.

CITY OF SPRING HILL, TENNESSEE
RIGHT OF WAY LANDSCAPING AGREEMENT

THIS AGREEMENT (“Agreement”) is by and between the City of Spring Hill, Tennessee, hereinafter referenced as “City”, and Dakota Point Homeowners Association, hereinafter referenced as “HOA”, who mutually agree as follows:

DECLARATIONS. City desires to allow HOA to furnish, install, and maintain landscaping inside the City-Owned Right of Way for Buckner Lane.

In accordance with the attached Scope of Work (Attachment A), the HOA shall furnish, install, and maintain landscaping in the areas shown with the following conditions.

Conditions:

1. The HOA shall be responsible for all maintenance of the landscaping and the City shall not be held liable for any performance and/or maintenance issues associated with the landscaping.
2. No structures, signage, monuments, or new fence shall be constructed in the existing ROW.
3. Any new monuments, signage, fence, or structures shall only be constructed in an easement dedicated to the HOA by affected property owners. The HOA shall be responsible for all negotiations and provide documentation that easements have been secured and recorded prior to receiving permits.
4. The City shall bear no responsibility for replacing the landscaping when Buckner Lane is widened in the future. The HOA shall submit Exhibit B, which is documentation showing that all residents in the neighborhood have been notified that the landscaping investment will be a non-compensable item when Buckner Lane is widened.

BY: _____

HOA Signature

Title: _____

Date: _____

BY: _____

Rick Graham

Mayor

Date: _____

MEMORANDUM OF UNDERSTANDING

BETWEEN

THE CITY OF SPRING HILL, TENNESSEE

AND

DAKOTA POINT HOMEOWNERS ASSOCIATION

This Memorandum of Understanding (“MOU”) is dated _____, 2016, memorializing the agreement of even date.

Dakota Point Homeowners Association (the “HOA”) has approached the City of Spring Hill, Tennessee (“City”) seeking permission to furnish, install and maintain landscaping inside the City-owned right-of-way for Buckner Lane as depicted on Exhibit A attached hereto. The City is agreeable to permitting the HOA to landscape the right-of-way in question pursuant to the following conditions, to-wit:

1. This is not a binding contract and shall not be interpreted, treated, and/or referred to as such.
2. The HOA shall be responsible for furnishing, installing and maintaining any such landscaping with no cost to the City whatsoever.
3. The HOA shall not install or otherwise place structures, signage, monuments and/or fencing in the right-of-way in question unless otherwise properly permitted pursuant to all applicable City ordinances and state law.
4. Any and all activities in the easement in question are at the HOA’s and participants’ own risk.
5. Any and all HOA landscaping in the right-of-way in question is subject to removal by the City without explanation, prior notice or compensation whatsoever.

IN ACKNOWLEDGMENT HEREOF, the parties hereto have executed this non-binding MOU on the day and year first above written.

DAKOTA POINT HOMEOWNERS
ASSOCIATION

CITY OF SPRING HILL, TENNESSEE

By: _____

By: _____

<https://www.dropbox.com/s/39ih58oy6s5ypnt/US%2031%20North%20Access%20Management%20Discussions.pdf?dl=0>

Click the link above to view information regarding US 31North Access Management