

**RESOLUTION 25-04**

**A RESOLUTION APPROVING RECOMMENDATION OF PROJECTS FOR THE  
NEIGHBORHOOD SIDEWALK PROGRAM PLAN FOR FY 2025 FALL**

**WHEREAS**, the City of Spring Hill Board of Mayor and Aldermen recognized the need to adopt neighborhood sidewalk policies and procedures to address citizen recreation and safety concerns within residential neighborhoods by adopting Resolution 14-25 in February 2014; and

**WHEREAS**, the City Staff advertised and accepted applications for sidewalks and, in conjunction with the City's Transportation and Advisory Committee on December 16, 2024, has identified the following sidewalk projects for FY 2025 Fall:

**To be expensed from NSP New Sidewalk budgeted funds (110-43110-52672 - \$398,760):**

Haynes Crossing - \$37,000

Wyngate Estates - \$28,000

HOA contributions - \$740

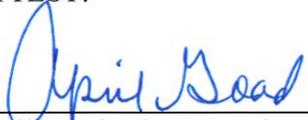
**Net Cost - \$64,260**

**NOW, THEREFORE BE IT RESOLVED**, by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee, that the above referenced sidewalk projects are authorized to be completed as recommended by the Transportation Advisory Committee for a cost of \$65,000.00.

**Passed and Adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee on the 6<sup>th</sup> day of January, 2025.**

  
\_\_\_\_\_  
Jim Hagaman, Mayor

ATTEST:

  
\_\_\_\_\_  
April Goad, City Recorder

LEGAL FORM APPROVED:

  
\_\_\_\_\_  
Patrick Carter, City Attorney



**REQUEST:** *FY 2025 - Fall Neighborhood Sidewalk Program submissions*  
**SUBMITTED TO:** Board of Mayor and Aldermen  
**SUBMITTED BY:** Missy Stahl, CIP Director  
Tyler Scroggins, Public Works Director  
Will Goats, Project Assistant  
**DATE:** January 6, 2025

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**BACKGROUND:**

The purpose of this memo is to provide information regarding submissions for sidewalk projects for the FY 2025 - Fall Neighborhood Sidewalk Program.

City staff advertised for submissions and received 3 project requests. One is not eligible and the remaining 2 were evaluated by staff. Based on the evaluations, staff recommends the following projects for FY 2025:

**To be expensed from NSP New Sidewalk budgeted funds (110-43110-52672 - \$65,000):**

Haynes Crossing - \$37,000  
Wyngate Estates - \$28,000

HOA contributions - \$740

**Net Cost - \$64,260**

**FINANCIAL IMPACT:**

Total expense for NSP fall submissions is \$65,00 with contributing funds from outside sources. Expenditure will be from Streets and Highways – New Sidewalks (110-43110-52672). Budget funds for FY 2025 are \$398,760.

These projects were recommended by the Transportation Advisory Committee on December 16, 2024.





**CITY OF SPRING HILL  
NEIGHBORHOOD SIDEWALK PROGRAM (NSP)  
PROJECT CRITERIA SCORING WORKSHEET**

DATE: 12/13/24

<b>PROJECT NAME:</b>		<u>Haynes Crossing</u>	
<b>FROM:</b>			
<b>TO:</b>			
<b>PROJECT DESCRIPTION:</b>			
PROJECT CRITERIA FACTORS		VALUE	SCORE
<b><u>SAFETY FACTOR (DEMONSTRATED PEDESTRIAN SAFETY HAZARD, SUCH AS CRASH HISTORY)</u></b>		10	<u>8</u>
<b><u>TRIP GENERATOR FACTORS</u></b>			
SCHOOL FACILITIES	ELEMENTARY/MIDDLE	10	<u>0</u>
	HIGH SCHOOL	7	<u>0</u>
LIBRARY/CIVIC FACILITY		7	<u>0</u>
PARKS AND RECREATION FACILITY (INCLUDING GREENWAY)		7	<u>0</u>
SENIOR/ASSISTED LIVING FACILITY		7	<u>0</u>
TRANSIT FACILITY		10	<u>0</u>
<b><u>LAND USE (ZONING) FACTORS</u></b>			
PLANNED DEVELOPMENTS		10	
HIGH DENSITY RESIDENTIAL (R-5, R-6, R-7)		10	<u>10</u>
CENTRAL BUSINESS DISTRICT (C-4)		10	
INTERMEDIATE BUSINESS DISTRICT (C-3)		10	
MEDIUM DENSITY RESIDENTIAL (R-2)		8	
NEIGHBORHOOD AND OFFICE BUSINESS DISTRICT (C-1 & C-2)		8	
LOW DENSITY RESIDENTIAL (R-1)		6	
INDUSTRIAL (I-1 & I-2)		2	
AGRICULTURAL (AG - MIN. LOT SIZE IS 5 ACRES)		0	
<b><u>OTHER FACTORS</u></b>			
LOCATION (ROADWAY)	ARTERIAL ROADWAY	6	<u>0</u>
	COLLECTOR ROADWAY <u>Local</u>	4	<u>0</u>
CONSTRUCTABILITY (0 = MOST DIFFICULT, 10 = EASIEST)		0 TO 10	<u>10</u>
MISSING SEGMENT	CITY RESPONSIBILITY (DESIGNED, NEVER COMPLETED)	10	
	NON-CITY RESPONSIBILITY (DESIGNED, NEVER COMPLETED)	6	
	NOT PART OF ANY APPROVED MASTER PLAN	2	<u>2</u>
EXISTING SIDEWALK	NO EXISTING SIDEWALK	10	<u>10</u>
	SIDEWALK ON ONE SIDE	5	
<b><u>NEIGHBORHOOD SHARE COST</u></b>			
COST SHARE AMOUNT	0% TO 45% CITY FUNDING / 100% TO 55% OTHER FUNDING	20	
	46% TO 74% CITY FUNDING / 26% TO 54% OTHER FUNDING	15	
	75% TO 99% CITY FUNDING / 1% TO 25% OTHER FUNDING <u>2%</u>	10	<u>10</u>
	100% CITY FUNDING	0	
<b>TOTAL PROJECT SCORE</b>			<u>50</u>

\$32,800 + 10%





**City of Spring Hill, TN  
Neighborhood Sidewalk Program (NSP)  
Project Request Form**

Subject to the availability of funds in the City Budget, the Neighborhood Sidewalk Program (NSP) is intended to be used for small scale multi-modal projects within neighborhoods, including sidewalks and multi-use trails. It is recommended (but not required) that installation costs for Neighborhood Sidewalk Program projects be shared between the City and the neighborhood.

**Neighborhood Name:** Haynes Crossing

**Project Location:** Chapman's Retreat Drive from Buckner Lane to Saunders Terrace

**Requested by (serves as Primary Contact):** Mark Graubner, Haynes Crossing HOA

*Note: A Homeowners' Association, Neighborhood Group, or an Individual may make a request*

**Primary Contact Address:** 3607 Ashworth Court

**Primary Contact Phone:** 615-336-6637      **Email:** mgraubner32@gmail.com

**Project Description:** Connect the existing sidewalk at Buckner Lane to the existing sidewalk at the

Chapman's Retreat neighborhood near Saunders Terrace. This project would increase connectivity  
between Burtonwood, Chapman's Retreat, and Haynes Crossing. This project also critically provides

pedestrians and students a safe way to walk to Chapman's Retreat Elementary School.

*Note: Include a description of the project, details such as approximate length, a description of the need including safety issues or any other factors that may contribute to justification of the project such as proximity to public schools, Parks and Recreation facilities, or other Civic facilities.*

**Complete the following non-binding information, if known, or keep blank**

**Project Estimated Cost:** \$37,000      **Percent of City Funding Requested:** 98%

**Is the project within existing City Right of Ways or Easements?** Yes

*Note: A Homeowners' Association, Neighborhood Group, or an Individual making the request will need to assist the City in obtaining the necessary easements or Right-Of-Ways that are required for the Project.*

**Has a Petition of all Property Owners abutting the property been completed?** Yes

*Note: A petition to demonstrate support for a Project must be received with at least sixty-five percent (65%) of all property owners (as identified by Maury County or Williamson County Register of Deeds) of property abutting the Project where the Project is proposed.*

Requests may be submitted to City Hall c/o Neighborhood Sidewalk Program (NSP)

## Missy Stahl

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**From:** Mark Graubner <mgraubner32@gmail.com>  
**Sent:** Friday, June 7, 2024 8:30 AM  
**To:** Missy Stahl  
**Cc:** Jason H. Padgett; DEBBI WHITLOCK; David Spirk; Paul Haney; Danielle Ollech; Jason Cox; Tyler Scroggins  
**Subject:** Chapmans Retreat Drive - Neighborhood Sidewalk Program Request  
**Attachments:** SH Neighborhood Sidewalk Program Petition Form - Chapmans Retreat Drive.pdf; SH Neighborhood Sidewalk Program Project Request Form - Chapmans Retreat Drive.pdf

Good morning Ms. Stahl,

Please see the attached application and signed petition for Neighborhood Sidewalk Program funding in the next available budget. Haynes Crossing is formally requesting a sidewalk connection on the south side of Chapmans Retreat Drive between the existing sidewalks at the Chapmans Retreat neighborhood line, and at Buckner Lane. This sidewalk has the unanimous support of the 5 homeowners, 1 renter, and HOA board. Our board has preliminarily voted to contribute 2% to the project, and we could revisit our contribution level as we have done in the past when a final project cost has become available. I am happy to be the contact person to coordinate this request.

I believe this project meets all of the criteria, but I would like to specifically emphasize two very important connections: (1) the Haynes Crossing neighborhood to Chapman's Retreat Elementary School, and (2) the Chapmans Retreat neighborhood to the Port Royal commercial district.

Thank you for your consideration!

- Mark Graubner

Mark C. Graubner  
Cell: 615-336-6637  
Email: [mgraubner32@gmail.com](mailto:mgraubner32@gmail.com)



# PROPOSAL

**M. A. Y. Construction Company, Inc.**  
 P.O. Box 1025  
 Franklin, TN 37065  
 Office/Fax: 615.791.9877

PROPOSAL NO.	002768
SHEET NO.	
DATE	12-6-24

PROPOSAL SUBMITTED TO:

WORK TO BE PERFORMED AT:

NAME	Spring Hill Public Works
ADDRESS	3893 Mahlon Moore Rd.
PHONE NO.	Spring Hill, TN

ADDRESS	Sidewalk - Chapman's Retreat
DATE OF PLANS	
ARCHITECT	

We hereby propose to furnish the materials and perform the labor necessary for the completion of \_\_\_\_\_

Approx 2875 sq. Ft. of 4" Sidewalk  
 Take + Pour 2 ADA Ramps  
 Stone For Sidewalk + Curb For ADA Ramps

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of Thirty two thousand and Eight Hundred Dollars (\$ 32,800.00 ) with payments to be made as follows. upon completion

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control.

Respectfully submitted \_\_\_\_\_  
 Per M.A.Y. Const. Co. Inc.

Note — This proposal may be withdrawn by us if not accepted within 30 days.

### ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Signature: \_\_\_\_\_  
 Date: \_\_\_\_\_ Signature: \_\_\_\_\_

# PROPOSAL



CITY OF SPRING HILL  
 NEIGHBORHOOD SIDEWALK PROGRAM (NSP)  
 PROJECT CRITERIA SCORING WORKSHEET

DATE: 12/13/24

PROJECT NAME:		<u>Wyngate Estates</u>	
FROM:			
TO:			
PROJECT DESCRIPTION:			
PROJECT CRITERIA FACTORS		VALUE	SCORE
<b><u>SAFETY FACTOR (DEMONSTRATED PEDESTRIAN SAFETY HAZARD, SUCH AS CRASH HISTORY)</u></b>		10	8
<b><u>TRIP GENERATOR FACTORS</u></b>			
SCHOOL FACILITIES	ELEMENTARY/MIDDLE	10	8
	HIGH SCHOOL	7	
LIBRARY/CIVIC FACILITY		7	00000
PARKS AND RECREATION FACILITY (INCLUDING <u>GREENWAY</u> )		7	
SENIOR/ASSISTED LIVING FACILITY		7	
TRANSIT FACILITY		10	
<b><u>LAND USE (ZONING) FACTORS</u></b>			
PLANNED DEVELOPMENTS		10	
HIGH DENSITY RESIDENTIAL (R-5, R-6, R-7)		10	10
CENTRAL BUSINESS DISTRICT (C-4)		10	
INTERMEDIATE BUSINESS DISTRICT (C-3)		10	
MEDIUM DENSITY RESIDENTIAL (R-2)		8	
NEIGHBORHOOD AND OFFICE BUSINESS DISTRICT (C-1 & C-2)		8	
LOW DENSITY RESIDENTIAL (R-1)		6	
INDUSTRIAL (I-1 & I-2)		2	
AGRICULTURAL (AG - MIN. LOT SIZE IS 5 ACRES)		0	
<b><u>OTHER FACTORS</u></b>			
LOCATION (ROADWAY)	ARTERIAL ROADWAY	6	4
	COLLECTOR ROADWAY	4	
CONSTRUCTABILITY (0 = MOST DIFFICULT, 10 = EASIEST)		0 TO 10	10
MISSING SEGMENT	CITY RESPONSIBILITY (DESIGNED, NEVER COMPLETED)	10	2
	NON-CITY RESPONSIBILITY (DESIGNED, NEVER COMPLETED)	6	
	NOT PART OF ANY APPROVED MASTER PLAN	2	
EXISTING SIDEWALK	NO EXISTING SIDEWALK	10	5
	SIDEWALK ON ONE SIDE	5	
<b><u>NEIGHBORHOOD SHARE COST</u></b>			
COST SHARE AMOUNT	0% TO 45% CITY FUNDING / 100% TO 55% OTHER FUNDING	20	0
	46% TO 74% CITY FUNDING / 26% TO 54% OTHER FUNDING	15	
	75% TO 99% CITY FUNDING / 1% TO 25% OTHER FUNDING	10	
	100% CITY FUNDING	0	
<b>TOTAL PROJECT SCORE</b>			<b>52</b>

\$24,600 + 10%



3-7-2024



**City of Spring Hill, TN  
Neighborhood Sidewalk Program (NSP)  
Project Request Form**

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Neighborhood Name: Wynogate Estates

Project Location: New Port Royal @ Inverness

Requested by (serves as Primary Contact): David Huebner HOA President  
Note: A Homeowners' Association, Neighborhood Group, or an Individual may make a request

Primary Contact Address: 2108 Burgess Ln SH

Primary Contact Phone: 615-260-1310 Email: dhuebner1310@gmail.com

Project Description: Developer of commercial property at front entrance built sidewalk on N. Port Royal. We want to extend it to connect with sidewalk on Inverness.

Note: Include a description of the project, details such as approximate length, a description of the need including safety issues or any other factors that may contribute to justification of the project such as proximity to public schools, Parks and Recreation facilities, or other Civic facilities.

**Complete the following non-binding information, if known, or keep blank**

Project Estimated Cost: \_\_\_\_\_ Percent of City Funding Requested: \_\_\_\_\_

Is the project within existing City Right of Ways or Easements? \_\_\_\_\_

Note: A Homeowners' Association, Neighborhood Group, or an Individual making the request will need to assist the City in obtaining the necessary easements or Right-Of-Ways that are required for the Project.

Has a Petition of all Property Owners abutting the property been completed? \_\_\_\_\_

Note: A petition to demonstrate support for a Project must be received with at least sixty-five percent (65%) of all property owners (as identified by Maury County or Williamson County Register of Deeds) of property abutting the Project where the Project is proposed.

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SHEET NO.	
DATE	12-6-24

PROPOSAL SUBMITTED TO:

WORK TO BE PERFORMED AT:

NAME	Spring Hill Public Works
ADDRESS	3893 Mahlon Moore Rd
PHONE NO.	Spring Hill, TN

ADDRESS	Pont Royal Rd Sidewalk
DATE OF PLANS	
ARCHITECT	

We hereby propose to furnish the materials and perform the labor necessary for the completion of \_\_\_\_\_

Approx 2450 sq. Ft. of 4" Sidewalk  
 Form + Pour 1 ADA Ramp  
 Stone For Sidewalk & Curb for ADA Ramps

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of Twenty Four thousand and Six Hundred Dollars (\$ 24,600.00 ) with payments to be made as follows: upon completion

Respectfully submitted \_\_\_\_\_  
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Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control.

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Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

# PROPOSAL