



CITY OF SPRING HILL
BOARD OF MAYOR AND ALDERMEN
MEETING PACKET
JULY 6, 2026
6:00 PM

Board of Mayor and Aldermen:

Matt Fitterer, Mayor
Trent Linville, Vice-Mayor
Erinn Hartwell
Brent Murray
Jaimee Davis
John Canepari
Vincent Fuqua
Scott Wernert
Alex Jimenez

***City of Spring Hill
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Spring Hill, TN 37174***

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**CITY OF SPRING HILL
BOARD OF MAYOR AND ALDERMEN
MEETING AGENDA
JULY 6, 2026
6:00 PM**

Call Regular Meeting to Order

Stipulation of Members Present

Invocation

Pledge of Allegiance

Approval of the Agenda

Citizen Comments

Mayor's Comments

City Administrator/Department Head Comments

Acknowledgements

PUBLIC HEARING (None)

VOTING AGENDA

CONSENT ITEMS

- 1. Consider Resolution 26-193, to authorize the mayor to execute Task Order No. 2 with J.R. Wauford & Company, Consulting Engineers, Inc. (Ardurra) for Engineering Design of the Columbia Interconnect Force Main Project.**

Dan Allen, Assistant City Administrator, General Manager - Spring Hill Water, Will Brasfield, Assistant General Manager - SPARTAN

Attachment: [Resolution 26-193_Columbia Force Main.pdf](#)

Attachment: [Memo Columbia Force Main Design.pdf](#)

Attachment: [Task Order_2 - Adurra - Spring Hill - Combined.pdf](#)

- 2. Consider Resolution 26-194, approve use of essential vendors and blanket purchase orders for the Public Works Construction Division for fiscal year 2026-2027.**

Resolution 26-164 approved the revised city's purchasing policy. Under Section 12 of the Purchasing Policy, it allows for the use of essential vendors in the PW Construction Division. This would promote operational efficiency and ensures the continuity of municipal construction activities while maintaining appropriate oversight and budgetary control. Tyler Scroggins, PW Director and Rebecca Holden, Finance Director

Attachment: [Resolution 26-194_to approve essential vendors for Public Works Construction Crew - DRAFT.pdf](#)

Attachment: [Memo Re Essential Vendors for Construction Division.pdf](#)

Attachment: [Exhibit A - Construction Crew Essential Vendors 2026-06-29.pdf](#)

- 3. Consider Resolution 26-195, to award City Hall Basement HVAC Replacement Project to NHS Mechanical.**

Resolution awarding the City Hall Basement HVAC Replacement Project to NHS Mechanical in an amount not to exceed \$217,576.00 and authorizing execution of the related contract documents. Tyler Scroggins, Public Works Director and Rebecca Holden, Finance Director

Attachment: [Resolution 26-195_to award contract for City Hall Basement HVAC.pdf](#)

Attachment: [Staff Memo - to award award contract for Basement HVAC Project.pdf](#)

Attachment: [Link: Exhibit A](#)

Attachment: [Contract - City Hall HVAC Replacement.pdf](#)

- 4. Consider Resolution 26-196, to authorize Project Closeout and Final Change Order for the Wastewater Treatment Plant Demo & Grading.**

Dan Allen, Assistant City Administrator, General Manager - Spring Hill Water, Will Brasfield, Assistant General Manager - SPARTAN

Attachment: [Resolution 26-196_WWTP Demo_Grading.pdf](#)

Attachment: [Memo - WWTP Demo_Grading.pdf](#)

Attachment: [Thomas _ Hutton Recommendation.pdf](#)
Attachment: [Application _ Certification for Payment.pdf](#)
Attachment: [Change Order _1.pdf](#)

5. Consider Resolution 26-197, authorizing the City of Spring Hill to Join the BuyBoard Purchasing Cooperative.

A resolution authorizing the City of Spring Hill to join the BuyBoard Purchasing Cooperative to access available cooperative purchasing contracts. Rebecca Holden, Finance Director

Attachment: [Resolution 26-197 _authorizing membership for BuyBoard Purchasing Cooperative.pdf](#)
Attachment: [Staff Memo - authorizing membership for Buyboard Purchasing Cooperative.pdf](#)
Attachment: [National-Purchasing-Cooperative-Interlocal-Participation-Agreement _1_4_.pdf](#)

6. Consider Resolution 26-198, to authorize the mayor to execute an amended agreement with TDEC for the Reservoir Project.
Rebecca Holden, Finance Director

Attachment: [Resolution 26-198 _amended agreement with TDEC for the Reservoir Project.pdf](#)
Attachment: [Resolution Memo - amended agreement with TDEC for the Reservoir Project.pdf](#)
Attachment: [32701-05451_DWR_Spring_Hill_AMD_1_Ready_for_Signature_encrypted_.pdf](#)

7. Consider Resolution 26-199, to authorize purchase of new Battalion Chief Command Vehicle thru HGAC Cooperative Purchasing Agreement.

As approved in the FY27 Budget, resolution authorizes Fire Dept., to use HGAC Cooperative Purchasing Agreement to purchase a new Chevrolet 2500 Silverado - Incident Command Vehicle. Graig Temple, Fire Chief Kyle Therault, Purchasing Agent

Attachment: [Resolution 26-199 _Chevy 2500HD.pdf](#)
Attachment: [2026 - Resolution Memo - Replacement BC Truck.pdf](#)
Attachment: [Q00745 _1 Spring Hill Command Silverado 6_24.pdf](#)
Attachment: [Spring Hill Command Silverado Proposal 6_24.pdf](#)
Attachment: [Contract ID _11117 - GP Cooperative Purchasing.docx.pdf](#)

8. Consider Resolution 26-200, to authorize purchase of SUV replacement and approve disposal of retired vehicle for the Fire Department.

Graig Temple, Fire Chief Kyle Therault, Purchasing Agent

Attachment: [Resolution 26-200 _SUV Replacement.pdf](#)
Attachment: [2026 - Resolution Memo - Replacement SUV.pdf](#)
Attachment: [24GMFG-Tahoe-SSV-v2 _1_.pdf](#)
Attachment: [Link: 2026 Chevy 4wd](#)

9. Consider Resolution 26-201, to authorize the mayor to execute an amended agreement with TDEC for the Centrifuge Project.
Rebecca Holden, Finance Director

Attachment: [Resolution 26-201_.pdf](#)
Attachment: [Resolution 26-201 Memo.pdf](#)
Attachment: [32701-04873_DWR_ARP_Spring_Hill_AMD_2_Ready_for_Signature _1_.pdf](#)

10. Consider Resolution 26-202, to amend Resolution 26-95 for funding request for land acquisition purchase for the Kedron Rd/Old Kedron Rd intersection improvement project.

Resolution 26-95 approved the funds to purchase land needed for the Kedron Rd/Old Kedron Rd intersection improvement projects. This resolution would amend the amount approved to include closing costs. Missy Stahl, CIP Director

Attachment: [Resolution 26-202 x.pdf](#)
Attachment: [R 26-202 Memo.pdf](#)
Attachment: [RESOLU_1.PDF](#)

11. Consider Resolution 26-203, authorizing a lease agreement with Pitney Bowes.

This resolution Approves a 60-month lease agreement with Pitney Bowes through NASPO ValuePoint for City mailing and shipping equipment at a total base lease amount of \$12,364.80. Rebecca Holden, Finance Director

Attachment: [Resolution 26-203 _authorizing the agreement with Pitney Bowes.pdf](#)
Attachment: [Staff Memo - authorizing an agreement with Pitney Bowes.pdf](#)
Attachment: [CITY OF SPRING HILL-60 Mo Agreement.pdf](#)

12. Consider Resolution 26-204, approving the Legacy Point sewer line tie-in to an existing manhole across from Kedron Road and approving the associated road closure and detour plan.

Legacy Point needs to connect the sewer line to the existing sewer system. The tie-in is across Kedron Road. This Resolution approves the tie in and road closure, detour plan. Tyler Scroggins, Public Works Director

Attachment: [Resolution 26-204_to approve sewer line installation and road closure detour plan.pdf](#)

Attachment: [Memo Re approval of sewer line tie-in and road closure detour plan.pdf](#)

Attachment: [Legacy Pointe-Sewer Tie-In Kedron Road Closure Traffic Control Plan.pdf](#)

13. Consider Resolution 26-205, to adopt a Cash Management Policy.

Rebecca Holden, Finance Director

Attachment: [Reso - Cash Management.pdf](#)

Attachment: [Memo.pdf](#)

Attachment: [Cash Management Policy - Proposed.pdf](#)

14. Consider Resolution 26-206, to authorize the disposal of Police Department surplus property through PropertyRoom.com., Inc.

Don Brite, Chief of Police

Attachment: [Resolution 26-206_property room.pdf](#)

Attachment: [BOMA memo.pdf](#)

Attachment: [BOMA Propertyroom.com Final List.pdf](#)

Attachment: [Resolution 26-121_approving agreement with Propertyroom.com Inc..pdf](#)

Attachment: [Resolution 25-189_authorize donation of found property to Spring Hill High School Skills USA.pdf](#)

15. Consider Resolution 26-208, authorize expenditure to Maury County Economic Development Partnership for 2026-2027 Appropriation.

This is the annual appropriation for 2026-2027. Carter Napier, City Administrator

Attachment: [Resolution 26-208_Maury County Economic Development Partnership.pdf](#)

Attachment: [BOMA Packet Memo Resolution 26-208.pdf](#)

Attachment: [MCEDP Invoice.pdf](#)

16. Consider Resolution 26-209, appointing the Finance Director as City Treasurer and authorizing the performance of the duties of the office.

Rebecca Holden, Finance Director

Attachment: [Resolution 26-209_appoint City Treasurer.pdf](#)

Attachment: [Memo - City Treasurer.pdf](#)

17. Consider Resolution 26-210, approving Blanket Purchase Orders for first quarter, fiscal year 2027.

This Resolution authorizes the FY27 Quarter 1 blanket purchase orders for routine and recurring departmental operational need. Rebecca Holden, Finance Director

Attachment: [Resolution 26-210_Blanket PO_s FY27 Q1.pdf](#)

Attachment: [Staff Memo - Blanket PO_s FY27 Q1.pdf](#)

Attachment: [Exhibit A - Resolution-V3.pdf](#)

18. Consider Resolution 26-212, transferring City Recorder from Finance to Administration Department.

Kelly Tenace, HR Director

Attachment: [Resolution 26-212_Transfer of City Recorder.pdf](#)

Attachment: [Memo - City Recorder EA.pdf](#)

PREVIOUS BUSINESS

1. Consider Resolution 26-179, authorizing acceptance of Offer of Dedication of Road Rights-of-Way and Public Improvements shown on the existing plat for Sawgrass West Phase 3.

(Deferred on 6/15/26 meeting) The Planning Commission recommended the acceptance of roads and utility infrastructure for Sawgrass West Phase 3 at the June 8, 2026 meeting. All punch list items have been repaired to City standards and regulations. This resolution accepts the roads and infrastructure into the City's network. Missy Stahl, CIP Director

Attachment: [Resolution 26-179_ 4b Sawgrass West Phase 3.pdf](#)

Attachment: [Memo-4a Sawgrass West Phase 3.pdf](#)

Attachment: [4c Sawgrass West Ph-3 _Bk 238_P23.pdf](#)

Attachment: [4d Cert of Completion Sawgrass West Phase 3.pdf](#)

2. Consider Resolution 26-180, authorizing acceptance of Offer of Dedication of Road Rights-of-Way and Public Improvements shown on the existing plat for Sawgrass West Phase 4.

(Deferred on 6/15/26 meeting) The Planning Commission recommended the acceptance of roads and utility infrastructure for Sawgrass Phase 4 at the June 8, 2026 meeting. All punch list items have been repaired to City standards and regulations. This resolution accepts the roads and infrastructure in to the City's network. Missy Stahl, CIP Director

Attachment: [Resolution 26-180_ 5b Sawgrass Phase 4.pdf](#)

Attachment: [Memo-5a Sawgrass Phase 4.pdf](#)

Attachment: [5c Sawgrass_Ph-4_Bk-P23_Pg-296_10-17-2023.pdf](#)

Attachment: [5d Cert of Completion Sawgrass Phase 4.pdf](#)

NEW BUSINESS

1. Consider First Reading of Ordinance 26-11, to amend Article 9 (On-Site Development Standards and Article 15 (Required Public Improvements and Bonds) of the Unified Development Code.

This ordinance would amend Article 9 and Article 15 of the current UDC to further clarify fence installation requirements. This was approved by the Planning Commission on June 8, 2026. Tyler Scroggins, Public Works Director; Missy Stahl, CIP Director

Attachment: [Ordinance 26-11_ to amend Articles 9_ 15 of the UDC.pdf](#)

Attachment: [UDC amendments fence memo.pdf](#)

Attachment: [A9 OnSiteStds UDC Adopted 8.20.18.pdf](#)

Attachment: [A15 PublicImprove UDC Adopted 8.20.18.pdf](#)

2. Consider Resolution 26-207, to approve contract between the City of Spring Hill and Regional Transportation Authority (RTA), authorizing payment of annual service fees and membership dues and authorizing the mayor to execute the contract..

Continued participation in the RTA provides commuter bus service between Spring Hill and Nashville and supports regional transportation initiatives that enhance mobility, improve air quality, and promote economic development. Carter Napier, City Administrator

Attachment: [Resolution 26-207_ to approve RTA contact and authorize Mayor to sign.pdf](#)

Attachment: [BOMA Packet Memo Resolution 26-207.pdf](#)

Attachment: [FY27_95-Spring Hill RegionalBusServiceContract-CSH.pdf](#)

Attachment: [FY27 INVOICE FOR DUES - SPRING HILL.pdf](#)

3. Consider Resolution 26-211, authorizing the mayor to execute a Development Agreement, DR Horton, Inc. regarding Harvest Point Phase 18B.

This development agreement allows for the recording of multiple plats while agreeing to not exceed the sewer allocation provided by BOMA. Dan Allen, Assistant City Administrator, General Manager, Spring Hill Water

Attachment: [Resolution 26-211_ a resolution authorizing the mayor to execute a development agreement.pdf](#)

Attachment: [DR Horton Agreement v4 BOMA packet ready.pdf](#)

Attachment: [Exhibit B - 8x11 Phase 18B UnRecorded Final Plat-FP.pdf](#)

WORK SESSION/DISCUSSION

1. Legacy Pointe Update - Construction of Temporary Intersection for Crossings Boulevard and Kedron Road

Legacy Pointe Update -- Construction of Temporary Intersection for Crossings Boulevard and Kedron Road. Vernon Gerth, Interim Development Services Director; Tyler Scroggins, Public Works Director

Attachment: [Legacy Pointe - BOMA Worksession Memorandum for July 6_ 2026.pdf](#)

Attachment: [Legacy Pointe PM Peak Queue Exhibits 7-1-26.pdf](#)

2. Discussion-Parks and Recreation Master Plan RFQ

Kayce Williams, Parks and Recreation Director

Attachment: [Staff Memo - Parks and Recreation Master Plan RFQ.pdf](#)

Attachment: [SH Parks and Recreation Master Plan RFQ v6.pdf](#)

Attachment: [PR Master Plan Scores.png.pdf](#)

3. Advanced Purification Pilot Design Update

Staff discussion of the Basis of Design Report (BODR). This is the guiding document to complete the design of the benchmarking facility and utilize Construction Manager At Risk (CMAR) procurement to expedite delivery. Dan Allen, Assistant City Administrator, General Manager - Spring Hill Water

Attachment: [Memo APF BODR BOMA 07012026.pdf](#)

Attachment: [Link: BODR](#)

4. SHIP Land Use & Decentralized Sewer Discussion

Developer has requested guidance regarding potential entitlement modifications before engaging in full design of decentralized sewer system. Staff to facilitate BOMA discussion on policy guidance for applicant. Dan Allen, Assistant City Administrator, General Manager - Spring Hill Water

Attachment: [SHIP Sewer vs Easement Email 06102026.pdf](#)

5. Discussion-Acceptance of Irwin Park Donation

Attachment: [Memo - Erwin Park.pdf](#)

Attachment: [Draft Resolution - Erwin Park.pdf](#)

6. Roundtable Discussion

Citizen Comments

Adjourn

RESOLUTION NO. 26-193

A RESOLUTION TO AUTHORIZE THE MAYOR TO EXECUTE TASK ORDER NO. 2 WITH J.R. WAUFORD & COMPANY, CONSULTING ENGINEERS, INC. (ARDURRA) FOR ENGINEERING DESIGN OF THE COLUMBIA INTERCONNECT FORCE MAIN PROJECT

WHEREAS, the City of Spring Hill owns and operates a wastewater treatment system and is currently implementing improvements necessary to address wastewater capacity and regulatory requirements; and

WHEREAS, the City is evaluating and developing a wastewater interconnect with the City of Columbia that will allow the conveyance of up to 1.5 million gallons per day (MGD) of wastewater for treatment; and

WHEREAS, the City of Spring Hill desires to proceed with engineering services related to the Columbia Interconnect Force Main Project; and

WHEREAS, J.R. Wauford & Company, Consulting Engineers, Inc. (Ardurra) has submitted Task Order No. 2 to provide these services in the amount of \$530,000.00; and

WHEREAS, funding for this agreement is available from account No. 410-52427-59123.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Mayor and Aldermen of the City of Spring Hill authorizes the Mayor to execute Task Order No. 2 with J.R. Wauford & Company, Consulting Engineers, Inc. (Ardurra) for engineering services associated with the design of the Columbia Interconnect Force Main Project in an amount not to exceed \$530,000.00.

Passed and adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee on the 6th day of July, 2026.

Matt Fitterer, Mayor

ATTEST:

April Goad, City Recorder

LEGAL FORM APPROVED:

Patrick Carter, City Attorney



STAFF MEMORANDUM

TO: Board of Mayor and Aldermen
FROM: Dan Allen, Assistant City Administrator, General Manager Water; Will Brasfield, Assistant General Manager - SPARTAN
DATE: 6/18/2026
SUBJECT: Resolution 26-193, Approval of Task Order No. 2 with J.R. Wauford & Company (Ardurra) for Engineering Design of the Columbia Interconnect Force Main Project

RECOMMENDATION: Staff recommends approval of Resolution 26-193, Task Order No. 2 with J.R. Wauford & Company, Consulting Engineers, Inc. (Ardurra) for engineering services associated with the design of the Columbia Interconnect Force Main Project in the amount of \$530,000.00.

BACKGROUND: The City is pursuing a wastewater interconnect with the City of Columbia as part of its efforts to address wastewater capacity limitations and comply with Consent Order No. WPC25-0093. Task Order No. 2 provides for engineering services necessary to evaluate improvements to the main sewage pumping station at the Spring Hill Wastewater Treatment Plant and prepare plans, specifications, permits and contract documents for approximately 23,600 linear feet of 12-inch force main and associated pumping facilities that will convey up to 1.5 MGD of wastewater to the City of Columbia system.

FINANCIAL IMPACT: The total cost of the task order is \$530,000 and funding will be provided through budgeted Wastewater funds in account 410-52427-59123.

SUPPORTING DOCUMENTS: Task Order No. 2 – Columbia Interconnect Force Main



City of Spring Hill | Spring Hill Water
199 Town Center Parkway
Spring Hill, Tennessee 37174
dan.allen@springhilltn.org
931-451-0246

This document has important legal consequences; consultation with an attorney is encouraged with respect to its use or modification. This document should be adapted to the particular circumstances of the specific Agreement between Owner and Engineer, and the controlling Laws and Regulations.

EJCDC® E-505, Agreement between Owner and Engineer for Professional Services—Task Order Edition, is published in four parts: (1) the Main Agreement (general provisions governing all Task Orders); (2) the Exhibits to Main Agreement; (3) the Task Order Form (see below); and (4) the Exhibits to Task Order. The Main Agreement contains a Guidelines for Use section that pertains to all four parts of E-505.

**AGREEMENT BETWEEN OWNER AND ENGINEER
FOR PROFESSIONAL SERVICES—
TASK ORDER EDITION**

PART 3 OF 4: TASK ORDER FORM

Prepared by



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TASK ORDER NO. [2]

This is Task Order No. [2],
consisting of 5 pages.

In accordance with Paragraph 1.01, Main Agreement, of the Agreement Between Owner and Engineer for Professional Services—Task Order Edition dated [date], Owner and Engineer agree as follows:

1. TASK ORDER DATA

a.	Effective Date of Task Order:	
b.	Owner:	City of Spring Hill, Tennessee
c.	Engineer:	J.R. Wauford & Company, Consulting Engineers, Inc., an Ardurra Company
d.	Specific Project (title)	Columbia Interconnect Forcemain
e.	Specific Project (description):	Evaluation of unit processes, equipment, and operation of the Spring Hill WWTP
f.	Related Task Orders Supplemented by this Task Order: Superseded by this Task Order:	N/A

2. BASELINE INFORMATION

Baseline Information. Owner has furnished the following Specific Project information to Engineer as of the Effective Date of the Task Order. Engineer's scope of services has been developed based on this information. As the Specific Project moves forward, some of the information may change or be refined, and additional information will become known, resulting in the possible need to change, refine, or supplement the scope of services.

Specific Project Title: Columbia Interconnect Forcemain

Type and Size of Facility: 1.5 MGD Pumping Station and 12-Inch Forcemain

Task Order.

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Description of Improvements:	Design of approximately 23,600 L.F. of 12-inch forcemain and addition of 1.5 MGD of pumping capacity to the Main SPS at the Spring Hill WWTP.
Expected Construction Start:	N/A
Prior Studies, Reports, Plans:	
Facility Location(s):	Spring Hill, Tennessee
Current Specific Project Budget:	
Funding Sources:	In-House Funds
Known Design Standards:	
Known Specific Project Limitations:	
Specific Project Assumptions:	
Other Pertinent Information:	

3. SERVICES OF ENGINEER ("SCOPE")

- A. The specific Basic Services to be provided or furnished by Engineer under this Task Order are:
- ☒ Exhibit A to Task Order, "Engineer's Services for Task Order," as attached to this specific Task Order. **[Attach a scope of services exhibit labeled "Exhibit A." This exhibit will often be based on E-505's published Exhibit A to Task Order, as modified for the specific Task Order; or at the user's option the exhibit may consist of an attached custom-drafted scope of services, or a scope of services set out in a separate document such as a letter or proposal.]**
- B. All of the services included above comprise Basic Services for purposes of Engineer's compensation under this Task Order, with the exception of Resident Project Representative Services, if any, which are compensated separately.
- C. Resident Project Representative (RPR) Services:
1. If the Scope established in Paragraph 2.A above includes RPR services, then Exhibit D to Task Order is expressly incorporated in this Task Order by reference.
- D. Additional Services: Services not expressly set forth as Basic Services in Paragraph 3.A above, and necessary services listed as not requiring Owner's written authorization, or requiring additional effort in an immediate, expeditious, or accelerated manner as a result of unanticipated construction events or Specific Project conditions, **[if more clarity is needed, identify specific situations qualifying as additional effort, such as those described in**

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Exhibit A to Task Order, Paragraph 2.01] are Additional Services, and will be compensated by the method indicated for Additional Services in this Task Order. All other Additional Services require mutual agreement and may be authorized by amending the Task Order as set forth in Paragraph 8.05.B.2 of the Main Agreement, with compensation for such other Additional Services as set forth in the amending instrument.

4. DELIVERABLES SCHEDULE

- A. In submitting required Documents and taking other related actions, Engineer and Owner will comply with Exhibit B to Task Order, attached to this specific Task Order.

5. ADDITIONS TO OWNER'S RESPONSIBILITIES

- A. Owner shall have those responsibilities set forth in Article 2 of the Main Agreement, and the following supplemental responsibilities that are specific to this Task Order: **[State any supplementary Owner responsibilities applicable to this Task Order here.]**

6. TASK ORDER SCHEDULE

- A. In addition to any schedule provisions provided in Exhibit B or elsewhere, the parties shall meet the following schedule: **[Indicate "Not Applicable" if the schedule in Exhibit B, as modified for the specific Task Order, is sufficient.]**

Date	Action / Milestone	Comment

7. ENGINEER'S COMPENSATION

- A. The terms of payment are set forth in Article 4 of the Main Agreement.
- B. Owner shall pay Engineer for services rendered under this Task Order as follows:

Description of Service	Amount	Basis of Compensation
1. Basic Services	\$[]	[]
a. Phase or Subtask 1	\$45,000.00	Lump Sum
b. Phase or Subtask 2	\$485,000.00	Lump Sum
c. Phase or Subtask 3	\$[]	[]
d. Phase or Subtask 4*	\$[]	[]
2. Resident Project Representative Services*	\$[]	[]

Task Order.

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TOTAL COMPENSATION (items 1 and 2)	\$530,000.00	
3. Additional Services under Section 2.D above	(N/A)	[]

*Based on a [number]-month continuous construction period.

- C. Compensation items and totals based in whole or in part on Hourly Rates or Direct Labor are estimates only. Lump sum amounts and estimated totals included in the breakdown by phases incorporate Engineer's labor, overhead, profit, reimbursable expenses (if any), and Subconsultants' charges, if any. For lump sum items, Engineer may alter the distribution of compensation between individual phases (line items) to be consistent with services actually rendered, but shall not exceed the total lump sum compensation amount unless approved in writing by the Owner.

8. ENGINEER'S PRIMARY SUBCONSULTANTS FOR TASK ORDER, AS OF THE EFFECTIVE DATE OF THE TASK ORDER:

- A. [Identify primary Subconsultants]

9. EXHIBITS AND ATTACHMENTS:

- A. Exhibit A to Task Order—Engineer's Services Under Task Order
B. Exhibit B to Task Order—Task Order Deliverables Schedule

Execution of this Task Order by Owner and Engineer makes it subject to the terms and conditions of the Main Agreement and its exhibits and appendices, which Main Agreement, exhibits, and appendices are incorporated by this reference.

OWNER:

ENGINEER:

By:

By:

Print Name: Matt Fitterer

Print Name: J. Gregory Davenport

Task Order.

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Page 4 of 5

Title: Mayor _____

Title: Vice-President _____

Engineer's License or Firm's
Certificate No. (if required): _____

State of: _____

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Carter Napier _____

Name: J. Gregory Davenport _____

Title: City Administrator _____

Title: Vice President _____

Address: City of Spring Hill
P. O. Box 789
Spring Hill, TN 37174 _____

Address: Ardurra Group, Inc.
2835 Lebanon Pike
Nashville, TN 37214 _____

E-Mail
Address: cnapier@springhilltn.org _____

E-Mail
Address: gdavenport@ardurra.com _____

Phone: 931-486-2252 _____

Phone: 615-883-3243 _____

Date: _____

Date: _____

This document has important legal consequences; consultation with an attorney is encouraged with respect to its use or modification. This document should be adapted to the particular circumstances of the specific Agreement between Owner and Engineer, and the controlling Laws and Regulations.

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**AGREEMENT BETWEEN OWNER AND ENGINEER
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TASK ORDER EDITION**

PART 4 OF 4: EXHIBITS TO TASK ORDER

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EXHIBITS TO TASK ORDER NO. 2

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EXHIBIT E—NOT USED
EXHIBIT F—RESERVED
EXHIBIT G—RESERVED
EXHIBIT H—RESERVED
EXHIBIT I—RESERVED

Exhibits to Task Order.

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EXHIBIT A—ENGINEER'S SERVICES UNDER TASK ORDER NO. 1**Exhibit A Table of Contents**

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Article 1 of the Main Agreement, Services of Engineer, is supplemented to include the following provisions:

Engineer shall provide Basic and Additional Services as set forth below.

ARTICLE 1—BASIC SERVICES**1.01 Management of Engineering Services**

- A. See Main Agreement, Paragraph 1.03.

1.02 Study and Report Phase**A. Background**

The City of Spring Hill owns and operates a wastewater treatment plant (WWTP) with a published design capacity of 5.0 million gallons per day (MGD). Due to effluent violations at the WWTP, the City is currently operating under the terms of Consent Order No. WPC25-0093. The City is currently implementing a moratorium on new sewer connections and is considering a connection with the City of Columbia Sanitary Sewer System to transport up to 1.5 MGD to Columbia for treatment. The City desires to employ the Engineer to provide services related to preparing plans and specifications for approximately 23,600 L.F. of new 12-inch forcemain and additions to the Main Sewage Pumping Station at the Spring Hill WWTP to convey 1.5 MGD to the Columbia Sewer System. The Engineers services are estimated to occur during a 24-week period which will culminate with the submission of plans and specifications to the Tennessee Department of Environment and Conservation.

B. The Engineers scope of services shall be as follows:**1. Task No. 1 – Preliminary Engineering Services****a. Scope of Work**

The scope of work to be performed consists of the evaluation of the Main Sewage Pumping Station at the Spring Hill WWTP to determine necessary improvements,

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additions or replacement necessary to meet the estimated future design conditions including the following scope:

- 1) Estimation of the future raw wastewater flows entering in the Main SPS.
- 2) Estimation of future onsite wastewater flow discharged to the Main SPS.
- 3) Evaluation of the existing wetwell, pumps, piping, electrical gear and generator to provide continued service at the Spring Hill WWTP considering estimated future design flows.
- 4) Determination of improvements required to the existing Main SPS to transport the estimated future design flows.
- 5) Determination of improvements required to construct a new Main SPS to transport the estimated future design flows.

2. Task No. 2 – Engineering Survey, Preparation of Technical Specifications, Construction Drawings and Contract Documents

a. Scope of Work

The scope of work to be performed consists of the preparation of Plans and Specifications for the following project:

- a. Additions to the Main Sewage Pumping Station at the Spring Hill WWTP capable of transporting 1.5 MGD to the City of Columbia Sewage collection system. The additions include three (3) submersible pumps capable of transporting 1.5 MGD each, new wetwell, piping, outside covered switchgear including three (3) reduced voltage starters, pump control panel, automatic transfer switch and standby generator
- b. Approximately 23,600 L.F. of new 12-inch forcemain routed along the west side of Mahlon Moore Road and southwest along an existing TVA row to an existing manhole owned by the City of Columbia and adjacent to Rutherford Creek.
- c. Preparation and submission of permit applications to the Tennessee Department of Environment and Conservation, Tennessee Valley Authority and U.S. Army Corps of Engineers.

b. Services to be Performed

- 1) The ENGINEER shall attend conferences with the OWNER or other interested parties as may be reasonably necessary.
- 2) The ENGINEER shall perform the necessary design surveys, accomplish the detailed design, and prepare specifications and contract documents. If, after the OWNER approves the proposed site or design, changes are made by the OWNER, the ENGINEER shall be paid the ENGINEER's standard hourly rates.
- 3) The ENGINEER shall consult with the OWNER during the Design, securing the OWNER'S input and approval. The ENGINEER shall present to the OWNER for comment Draft Plans and Specifications.

Exhibit A—Engineer's Services Under Task Order.

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- 4) The ENGINEER shall, with the OWNER's concurrence, make such revisions to the Plans as may be required by the Tennessee Department of Environment and Conservation at no extra cost to the OWNER.
 - 5) The Plans and Detailed Specifications furnished by the ENGINEER shall be approved by the OWNER and the STATE.
 - 6) Prior to the advertisement for bids, the ENGINEER shall provide for each construction contract, digital copies detailed drawings, specifications, and contract documents for use by the OWNER, and appropriate Federal, State, and local agencies from whom approval of the project must be obtained. The cost of such drawings, specifications, and contract documents shall be included in the basic compensation paid to the ENGINEER.
 - 7) The ENGINEER shall furnish digital copies of the drawings, specifications and contract documents as required by prospective bidders, material suppliers, and other interested parties, but may charge them for the reasonable cost of such copies. Upon award of the contract, the ENGINEER will furnish to the OWNER six (6) sets of the drawings, specifications and contract documents for execution. The cost of these sets shall be included in the basic compensation paid to the ENGINEER. Original documents, survey notes, tracings, and the like, except those furnished to the ENGINEER by the OWNER, are and shall remain the property of the ENGINEER.
 - 8) The drawings prepared by the ENGINEER shall be in sufficient detail to permit the actual location of the proposed improvements on the ground. The ENGINEER shall prepare and furnish the OWNER without any additional compensation, one (1) copy of a map showing the general location of construction easements and permanent easements and the land to be acquired if such are needed. Property surveys, property plats, property descriptions, abstracting and negotiations for land rights shall be accomplished by the OWNER. The ENGINEER will not furnish metes-and-bounds descriptions which meet the standards of Registered Land Surveyors for awarding the contracts for construction.
3. Task No. 3 – Meetings and Deliverables
- a. The Engineer shall meet with the Owner monthly to keep the parties informed of progress and interim findings to keep the work moving in an expeditious manner. The Engineer shall furnish necessary meeting materials including agenda and presentation materials and shall prepare minutes of the meeting for distribution to the parties.
 - b. The Engineer shall prepare a Technical Memorandum describing the findings of Task No. 1 including exhibits of the proposed improvements and opinions of probable cost. The Engineer shall furnish the Owner a digital copy of the final Technical Memorandum.

- c. For Task No. 2, the Engineer shall furnish one digital (.pdf) and one hard copy of the plans, specifications, easement and property descriptions to the Owner.

1.03 Preliminary Design Phase

- A. Engineer shall not provide these services.

1.04 Final Design Phase

- A. Engineer shall not provide these services.

1.05 Bidding/Proposal Phase

- A. Engineer shall not provide these services.

1.06 Construction Phase

- A. Engineer shall not provide these services.

1.07 Post-Construction Phase

- A. Engineer shall not provide these services.

ARTICLE 2—ADDITIONAL SERVICES

2.01 Additional Services Not Requiring Owner's Written Authorization

- A. Engineer shall advise Owner that Engineer is commencing to perform or furnish the Additional Services of the types listed below. For such Additional Services, Engineer need not request or obtain specific advance written authorization from Owner. Engineer shall cease performing or furnishing such Additional Services upon receipt of written notice to cease from Owner. These services are not included as part of Basic Services and will be paid for by Owner as indicated in Paragraph 7 of the governing Task Order.
 - 1. Services resulting from significant delays, changes, or price increases occurring as a direct or indirect result of materials, equipment, or energy shortages.
 - 2. Additional or extended services arising from (a) the presence at the Site of any Constituent of Concern or items of historical or cultural significance, (b) emergencies or acts of God endangering the Work, (c) damage to the Work by fire or other causes during construction, (d) a significant amount of defective, neglected, or delayed Work, (e) acceleration of the progress schedule involving services beyond normal working hours, or (f) default by Contractor.
 - 3. Implement coordination of Engineer's services with other parts of the Specific Project that are not planned or designed by Engineer or its Subconsultants, unless Owner furnished to Engineer substantive information about such other parts of the Specific Project prior to the parties' entry into this Agreement, in the Baseline Information section of this Exhibit A, or otherwise in Exhibit A; if such substantive information has been so provided, coordination of Engineer's services will be part of Basic Services.
 - 4. Services directly attributable to changes in Engineer's Electronic Documents obligations after the effective date of the Agreement.

Exhibit A—Engineer's Services Under Task Order.

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2.02 Additional Services Requiring Owner's Written Authorization

- A. If authorized in writing by Owner, Engineer shall provide Additional Services of the types listed below. These services are not included as part of Basic Services and will be paid for by Owner as indicated in Paragraph 7 of the governing Task Order.
1. Obtain or provide specified additional Specific Project-related information and data to enable Engineer to complete its Basic and Additional Services.
 2. Preparation of special and customized reporting, invoicing, and related support documentation in addition to that identified to be provided under Basic Services.
 3. Preparation of applications and supporting documents (in addition to those furnished under Basic Services) for private or governmental grants, loans, or advances in connection with the Specific Project; preparation or review of environmental assessments and impact statements; review and evaluation of the effects on the design requirements for the Specific Project of any such statements and documents prepared by others; and assistance in obtaining approvals of authorities having jurisdiction over the anticipated environmental impact of the Specific Project.
 4. Services resulting from Owner's request to evaluate additional Study and Report Phase alternative solutions beyond those agreed to in Exhibit A Paragraph 1.02.
 5. Services required as a result of Owner's providing incomplete or incorrect Specific Project information to Engineer.
 6. Undertaking investigations and studies including, but not limited to:
 - a. All-hazards risk assessments and other studies to evaluate the feasibility of enhancing the resiliency of the design;
 - b. detailed consideration of operations, maintenance, and overhead expenses;
 - c. the preparation of feasibility studies (such as those that include projections of output capacity, utility project rates, project market demand, or project revenues) and cash flow analyses, provided that such services are based on the engineering and technical aspects of the Specific Project, and do not include rendering advice regarding municipal financial products or the issuance of municipal securities;
 7. Furnishing services of Subconsultants or Engineer's Subcontractors for other than Basic Services.
 8. Providing data or services of the types described in Article 2, when Owner retains Engineer to provide such data or services instead of Owner furnishing the same.
 9. Overtime work requiring higher than regular rates.
 10. Providing more extensive services required to enable Engineer to issue notices or certifications requested by Owner.
 11. Effluent quality monitoring.
 12. Seasonal biological data collection and modeling.
 13. Hydraulic modeling.
 14. Cost of third-party laboratory services.

Exhibit A—Engineer's Services Under Task Order.

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15. Architectural services
16. Arc flash analysis services.
17. Other additional services performed or furnished by Engineer not otherwise provided for in this Agreement.

EXHIBIT B—TASK ORDER DELIVERABLES SCHEDULE

Paragraphs 2.04.E, 3.02.A, and Exhibit A of the Main Agreement are supplemented by the following paragraph and table.

Under the governing Task Order the Engineer shall furnish Documents to Owner as required in Column 2 of the following table (and as further described in Exhibit A), according to the schedule in Column 4. Owner shall comment or take other identified actions with respect to the Documents as indicated in Column 2 (and as further described in Exhibit A), according to the schedule in Column 4.

Party	Action	Exhibit A Reference	Schedule
Engineer	Task 1 – Preliminary Engineering Services	1.02.B.1	Within 90 days of Notice to Proceed (NTP)
Engineer	Task 2 – Preparations of Plans and Specifications	1.02.B.2	Within 180 days of Notice to Proceed (NTP)

Exhibit B—Task Order Deliverables Schedule.

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EXHIBIT C—RESERVED

Exhibit C—Reserved.

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EXHIBIT D—NOT USED

NOT USED.

Exhibit D—Duties, Responsibilities, and Limitations of Authority of Resident Project Representative Under Task Order.
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EXHIBIT E—NOT USED

NOT USED.

Exhibit E—Notice of Acceptability of Work.
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EXHIBIT F—RESERVED

Exhibit F—Reserved.

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EXHIBIT G—RESERVED

Exhibit G—Reserved.

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EXHIBIT H—RESERVED

Exhibit H—Reserved.

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EXHIBIT I—RESERVED

Exhibit I—Reserved.

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RESOLUTION 26-194

**A RESOLUTION TO APPROVE THE USE OF ESSENTIAL VENDORS AND BLANKET
PURCHASE ORDERS FOR THE PUBLIC WORKS CONSTRUCTION DIVISION FOR FISCAL
YEAR 2026-2027**

WHEREAS, the City of Spring Hill adopted the 2026-2027 fiscal year budget per Ordinance 26-10; and

WHEREAS, the City's Construction Division requires the regular purchase of materials, equipment, supplies and services necessary to perform construction, maintenance, repair, and operational functions; and

WHEREAS, the use of the essential vendors and blanket purchase orders for the Construction Division are established in the City's Purchasing Policy Resolution 26-164, Section 12; and

WHEREAS, certain vendors are utilized on a recurring basis due to the nature of the work performed and the need for timely access to materials and services requiring the use of blanket purchase orders; and

WHEREAS, the establishment of essential vendors, attached in Exhibit A and blanket purchase orders promotes operational efficiency, and ensures the continuity of municipal construction activities while maintaining appropriate oversight and budgetary control; and

WHEREAS, use of the authorized purchase orders shall be limited to purchases where advanced competitive procurement is not practicable due to timing, availability, or operational necessity.

NOW, THEREFORE BE IT RESOLVED, the Board of Mayor and Alderman approve the following:

1. Purchase orders are hereby authorized for essential vendors utilized by the construction division for the procurement of materials, supplies, equipment, rentals, repairs and related services necessary for construction operations.
2. Such purchase orders may exceed the purchasing policy guidelines when expenditure is within appropriations of the approved budget.
3. The use of blanket purchase orders for recurring supplies, equipment and services to support construction operation.
4. This Resolution shall remain in effect for Fiscal Year 2026-2027 unless amended or rescinded by the Governing body.
5. Essential Vendors for the Construction Division as attached hereto in Exhibit A.

Passed and Adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee on the 6th day of July, 2026.

Matt Fitterer, Mayor

ATTEST:

April Goad, City Recorder

LEGAL FORM APPROVED:

Patrick Carter, City Attorney



STAFF MEMORANDUM

TO: Board of Mayor and Aldermen
FROM: Tyler Scroggins | Public Works Director
DATE: 4/29/2026
SUBJECT: Resolution 26-194 | Approve the use of Essential Vendors and Blanket Purchase Orders for the Public Works Construction Division Fiscal Year 2026-2027

STAFF RECOMMENDATION:

Staff recommends the approval of Resolution 26-194, approving the use of Essential Vendors and Blanket Purchase Orders for the Public Works Construction Division Fiscal Year 2026-2027.

BACKGROUND:

City's Construction Division requires the regular purchase of materials, equipment, supplies and services necessary to perform construction, maintenance, repair, and operational functions and the use of the essential vendors and blanket purchase orders for the Construction Division are established in the City's Purchasing Policy Resolution 26-164, Section 12.

The establishment of essential vendors, attached in Exhibit A and blanket purchase orders promotes operational efficiency, and ensures the continuity of municipal construction activities while maintaining appropriate oversight and budgetary control.



City of Spring Hill | Public Works
8060 Station Hill Drive
Spring Hill, Tennessee 37174
tscroggins@springhilltn.org

Vendor Number	Vendor Name	Description
4407	Swarco	Road Striping Materials
6633	Volunteer Materials	Rock and Dirt Materials
9131	Volunteer Paving	Hot Mix
6793	Volunteer Concrete	Concrete
1135	Vulcan Materials Company	Hot Mix
2342	IMI	Concrete
6394	SRM Concrete	Concrete
1754	G&C Supply	Signage Supply
1987	Home Depot	Misc Supplies
2626	Lowes	Misc Supplies
2493	Kerr Bros	Striping- contract vendor
11503	The Gravel Company	Gravel and Sand
5884	PCS of Tennessee	Gravel
9204	Fortline Water Works	Pipe and construction supplies
8585	Foley	Pipe and construction supplies
5094	Williamson Pipe Supply	Pipe and construction supplies
5772	Rogers Group	Hot Mix and In-Place Asphalt- contract vendor
0356	John Bouchard	Stormwater Supplies
10473	Jenn Hill	Stormwater Supplies
11723	Stephens Seed & Supply	Erosion Materials
08603	Sentinel Construction	Guadrails- contract vendor
3107	MAY Construction	Sidewalk and Curbs- contract vendor
3482	Tri-Star	Fuel - contract vendor
11192	White Cap	Various Construction Supplies
09550	United Farmers Coop	Chemicals, Seed, Various Supplies
09820	Thompson Machinery	Equipment Rental
4969	United Rental	Various Construction Supplies
4006	S & W Contracting	Electrical/traffic materials, etc
06021	Maury Fence Company	Fencing
11720	Sitech	Project Modeling
2679	Laser Force	Equipment Calibrations
	Tennessee Fence Company	Fencing
	AgTek	Project Modeling
2238	Hayes Pipe	Pipe and construction supplies
08745	Core & Main	Pipe and construction supplies
0732	Consolidated Pipe	Pipe and construction supplies
4238	Southern Pipe Supply	Pipe and construction supplies

RESOLUTION 26-195

A RESOLUTION AWARDING THE CITY HALL BASEMENT HVAC REPLACEMENT PROJECT TO NHS MECHANICAL

WHEREAS, the City of Spring Hill issued a Request for Proposals for the City Hall Basement HVAC Replacement Project, which includes the replacement and improvement of HVAC equipment serving the basement level of City Hall; and

WHEREAS, the City received one proposal for the project, submitted by NHS Mechanical; and

WHEREAS, City staff reviewed the proposal submitted by NHS Mechanical and determined the proposal to be responsive to the City's solicitation requirements; and

WHEREAS, NHS Mechanical submitted a base proposal in the amount of **Two Hundred Seventeen Thousand Five Hundred Seventy-Six Dollars (\$217,576.00)**; and

WHEREAS, City staff recommends awarding the City Hall Basement HVAC Replacement Project to NHS Mechanical as the sole responsive and responsible proposer, subject to final contract review and approval by the City Attorney.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF SPRING HILL, TENNESSEE, that the City hereby awards the City Hall Basement HVAC Replacement Project to NHS Mechanical in an amount not to exceed **Two Hundred Seventeen Thousand Five Hundred Seventy-Six Dollars (\$217,576.00)**, and the Purchasing Agent is hereby authorized to execute the contract and any related documents necessary to complete the project.

Passed and Adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee, on the 6th day of July 2026.

Matt Fitterer, Mayor

ATTEST:

April Goad, City Recorder

LEGAL FORM APPROVED:

Patrick Carter, City Attorney



STAFF MEMORANDUM

TO: Board of Mayor and Aldermen
FROM: Tyler Scroggins, Public Works Director
DATE: July 6, 2026
SUBJECT: Resolution 26-195 | A Resolution awarding the City Hall Basement HVAC Replacement Project to NHS Mechanical

RECOMMENDATION:

Staff recommends awarding the City Hall Basement HVAC Replacement Project to NHS Mechanical in an amount not to exceed \$217,576.00 and authorizing the Purchasing Agent to execute the agreement and any related documents necessary to complete the project.

BACKGROUND:

The City issued a Request for Proposals for the City Hall Basement HVAC Replacement Project to provide a complete HVAC solution for the basement level of City Hall. The scope of work includes evaluating the existing HVAC conditions, replacing the older HVAC unit serving the basement area, providing a dedicated mini-split system for the IDF room, making necessary ductwork and airflow modifications, and completing all labor, materials, equipment, controls, testing, and related work necessary to provide a complete and operational system.

Proposals were received until 2:00 p.m. on June 17, 2026, and publicly opened in accordance with the solicitation documents. The City received one proposal, submitted by NHS Mechanical. Staff reviewed the proposal and recommends award to NHS Mechanical as the sole responsive and responsible proposer. NHS Mechanical submitted a base proposal in the amount of \$217,576.00.

FINANCIAL IMPACT:

The total contract amount is not to exceed \$217,576.00. Funding is available through the approved budget for this project. (GL Line - 313-48025-59391)



City of Spring Hill | Public Works
199 Town Center Parkway
Spring Hill, Tennessee 37174
tscroggins@springhilltn.org

Remote Attachment:

[Link: Exhibit A \(https://play.cham ... c5f8db097491e1604f25082793950.pdf\) \(LINK\)](https://play.cham...c5f8db097491e1604f25082793950.pdf)

SPRING HILL VENDOR SERVICES AGREEMENT

THIS SERVICES AGREEMENT (“Agreement”) is made by and between **THE CITY OF SPRING HILL, TENNESSEE** (the “City”) and **NATIONAL HVAC SERVICES, LTD. d/b/a NHS MECHANICAL** (“Vendor”) (collectively as “Parties”), and is entered into on July ____, 2026, and is effective as of the Effective Date set forth herein.

RECITALS:

WHEREAS, the City requires services for the City Hall Basement HVAC Replacement Project that it cannot provide itself and desires to contract a third-party independent contractor to provide said services for the City’s benefit;

WHEREAS, the City issued a Request for Proposals for the City Hall Basement HVAC Replacement Project, and Vendor submitted a Proposal in response thereto; and

WHEREAS, the City has selected Vendor to provide the services described herein.

NOW, THEREFORE, in consideration of the foregoing facts and circumstances, the mutual covenants and promises contained herein and other good and valuable consideration, the receipt and sufficiency of which is acknowledged by each of the Parties, the Parties do hereby agree to the following:

1. **EFFECTIVE DATE.** The Effective Date of this Agreement shall be July ____, 2026.
2. **TERM.** The term of this Agreement shall commence on the Effective Date and continue until completion of the Project. Vendor shall substantially complete all work within thirty (30) calendar days from issuance of Notice to Proceed, unless extended in writing by the City.
3. **INSURANCE.** Vendor shall maintain in full force and effect, during the entire term of this Agreement, liability insurance, along with commercial general liability, workers’ compensation and automobile insurance, in the minimum limits set forth below, naming City as an additional insured, and shall provide to the City certificates of insurance upon reasonable request.
 - a. Commercial general liability, including premises-operations, products/completed operations, broad form property damage, blanket contractual liability, independent contractors, personal injury or bodily injury with a policy limit of not less than One Million Dollars (\$1,000,000), combined single limit, per occurrence;

- b. Business automobile liability for owned vehicles, hired, and non-owned vehicles, with a policy limit of not less than One Million Dollars (\$1,000,000), combined single limit, per occurrence for bodily injury and property damage;
 - c. Workers' compensation insurance as required by the State of Tennessee. The Vendor agrees to waive, and to obtain endorsements from its workers' compensation insurer waiving subrogation rights under its workers' compensation insurance policy against the City, its officers, agents, employees, and volunteers arising from work performed by the Vendor for the City and to require each of its subcontractors, if any, to do likewise under their workers' compensation insurance policies.
4. **VENDOR RESPONSIBILITIES.** Vendor shall provide all labor, materials, equipment, and services necessary to complete the City Hall Basement HVAC Replacement Project in accordance with the City's Request for Proposals, any issued addenda, and Vendor's Proposal, attached hereto as Exhibit A and incorporated herein by reference. In the event of a conflict, the terms of this Agreement shall control, followed by the City's solicitation documents, and then Vendor's Proposal.
- Vendor shall be responsible for obtaining and complying with all permits, licenses, inspections, codes, laws, and regulations applicable to the Work, unless otherwise agreed to in writing by the City. Vendor shall complete the Work in a good and workmanlike manner and shall test and verify proper system operation upon completion.
- Vendor shall provide all manufacturer warranties applicable to equipment and materials furnished under this Agreement and shall warrant its workmanship for the period stated in Vendor's Proposal. Vendor shall correct any defective work identified during the applicable warranty period at no additional cost to the City.
5. **CITY'S RESPONSIBILITIES.** The City shall provide Vendor with reasonable access to the City facility as necessary for completion of the Work.
6. **CONTRACT PRICE.** The total compensation to be paid to Vendor under this Agreement shall not exceed \$217,576.00, which shall constitute full and complete payment for all services, labor, materials, equipment, and incidentals required to complete the Project.
- No additional compensation shall be paid unless authorized through a written amendment executed by the parties.
7. **INDEPENDENT CONTRACTOR.** It is expressly agreed and understood that Vendor is an independent contractor and shall not represent itself, its agents or

employees as agents or employees of the City. Nothing herein is to be construed as to create any employer-employee relationship between Vendor and the City; and neither Vendor nor any of its employees shall be deemed to be employees or agents of the City. At all times material to this Agreement, any subcontractors or agents employed by Vendor shall be considered to be acting under the supervision, direction, and control of Vendor, and not the City.

8. **AMENDMENT AND TERMINATION.** This Agreement may be terminated without cause at any time by either Party through the issuance of a thirty (30) day written notice pursuant to this Agreement. Termination with cause shall not require advance notice.
9. **NO CONFLICT OF INTEREST.** No City official, employee or member of the governing body of the City shall be admitted to any share or part of this Agreement or to any benefit to arise from the same. Likewise, no officer, employee, or member of the governing body of Vendor or who exercises any function or responsibilities in connection with the carrying out of the project to which this Agreement pertains shall have any private interest, direct or indirect, in this Agreement.
10. **ASSIGNMENT; SUBCONTRACTING.** Vendor shall not assign this Agreement or subcontract the primary responsibilities under this Agreement without the prior written approval of the City. Any approved subcontracting shall not relieve Vendor of responsibility for performance under this Agreement.
11. **MODIFICATION.** This Agreement shall not be modified or amended except by an instrument in writing executed by or on behalf of Vendor and the City.
12. **NONDISCRIMINATION.** Consistent with the City's policy and state and federal law that harassment and discrimination are unacceptable conduct, the Vendor agrees that harassment or discrimination directed toward a permit applicant, a City employee, or a citizen by the Vendor or Vendor's employee or subconsultant on the basis of race, religious creed, color, national origin, ancestry, handicap, disability, marital status, sex, age, or sexual orientation will not be tolerated. The Vendor agrees that any and all violations of this provision shall constitute a material breach of this Agreement.
13. **EXECUTION IN COUNTERPARTS.** This Agreement may be executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.
14. **TIME.** Vendor shall complete the Work within the time frame stated in Section 2 of this Agreement, unless otherwise extended in writing by the City.

15. **VENUE AND JURISDICTION.** The venue and jurisdiction for any disputes arising pursuant to this Agreement shall be in the Circuit Court for Maury County, Tennessee.
16. **INDEMNITY.** Vendor shall defend, indemnify, and hold harmless the City, its officials, officers, employees, and agents from and against any and all claims, damages, losses, liabilities, costs, and expenses, including reasonable attorney's fees, arising out of or resulting from Vendor's performance under this Agreement, but only to the extent caused by the acts, errors, omissions, negligence, or willful misconduct of Vendor, its employees, agents, or subcontractors.
17. **APPLICABLE LAW.** This Agreement shall be governed by and construed in accordance with the laws of the State of Tennessee.
18. **FORCE MAJEURE.** The Parties shall not be liable to each other or be deemed to be in breach of this Agreement for any failure or delay in rendering performance arising out of causes beyond their respective reasonable control and without the fault or negligence of the affected Party. Such causes may include, but are not limited to, acts of God or the public enemy, terrorism, significant fires, floods, earthquakes, epidemics, quarantine restrictions, strikes, freight embargoes, or Governmental Authorities approval delays which are not caused by any act or omission by the parties, and unusually severe weather. The Parties agree to notify each other of the existence and nature of any delay.
19. **BINDING EFFECT.** This Agreement shall inure to the benefit of and shall be binding upon City and Vendor and their respective heirs, administrators, successors and assigns.
20. **SEVERABILITY.** In the event any provision of this Agreement or any instrument delivered in connection herewith shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provisions hereof or thereof.
21. **NOTICES.** All notices or other communications hereunder shall be deemed sufficiently given and shall be deemed given when delivered by hand-delivery or mailed by first class, postage prepaid, registered or certified mail and addressed as follows:

If to Vendor:

If to City: Kyle Therriault, Purchasing Agent
199 Town Center Parkway
Spring Hill, TN 37174

Copy to: Patrick M. Carter, Esq.
Middle Tennessee Law Group, PLLC
809 South Main Street, Suite 100
Columbia, TN 38401

City and Vendor may, by notice given hereunder, designate from time to time any further or different addresses to which subsequent notices, certificates or other communications shall be sent.

22. **CAPTIONS.** The paragraph headings in this Agreement are for convenience only, and they form no part of this Agreement and shall not affect its interpretation.

23. **ENTIRE AGREEMENT.** This Agreement represents the entire agreement between Vendor and the City and supersedes all prior negotiations, representations and agreements either written or oral, unless otherwise expressly stated herein.

24. **PAYMENT OF EXPENSES; BREACH.** Each of the Parties to this Agreement shall pay his/her/its own expenses, costs and attorney's fees associated with the negotiation, preparation, execution and delivery of this Agreement and the documents related thereto and the consummation of the transactions contemplated herein. In the event of a breach in the performance of any of the provisions of this Agreement or any of the documents related thereto, the breaching party shall pay the reasonable attorney's fees and court costs of the non-breaching party associated with the enforcement of any of the provisions of any such document or this Agreement.

IN WITNESS WHEREOF, Vendor and the City have caused their duly authorized representatives to execute and deliver this Agreement, all as of the day and year first written above.

CITY OF SPRING HILL, a Tennessee municipality

By: _____
Name: Kyle Therriault
Title: Purchasing Agent
Date of Execution: _____

NATIONAL HVAC SERVICES, LTD., d/b/a NHS
MECHANICAL

By: _____
Name: _____
Title: _____
Date of Execution: _____

EXHIBIT A

RESOLUTION NO. 26-196

**A RESOLUTION TO AUTHORIZE PROJECT CLOSEOUT AND FINAL
CHANGE ORDER FOR THE WASTEWATER TREATMENT PLANT
DEMO & GRADING PROJECT**

WHEREAS, Sunesis Environmental, LLC successfully bid and was awarded a contract for the Wastewater Treatment Plant Demo and Grading Project; and

WHEREAS, City staff and Thomas & Hutton have performed a final walkthrough and prepared a final punchlist; and

WHEREAS, Thomas & Hutton have reviewed the final punchlist work and recommended approval of a final change order, which is a deduction of \$8,500.00 and release retainage of \$6,875.00, and

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

1. That the project has achieved final completion and staff is authorized to close the project.
2. That the Mayor is authorized to release the retainage amount.
3. That the final change order is approved and staff is authorized to execute and make final payment.

Passed and adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee on the 6th day of July, 2026.

Matt Fitterer, Mayor

ATTEST:

April Goad, City Recorder

LEGAL FORM APPROVED:

Patrick Carter, City Attorney



STAFF MEMORANDUM

TO: Board of Mayor and Aldermen
FROM: Dan Allen, Assistant City Administrator, General Manager Water; Will Brasfield, Assistant General Manager - SPARTAN
DATE: 6/30/2026
SUBJECT: Resolution 26-196, Approval of Final Change Order and Project Closeout for the Wastewater Treatment Plant Demo & Grading Project

RECOMMENDATION: Staff recommends approval of Resolution 26-196 authorizing final project closeout for the Wastewater Treatment Plant Demo & Grading Project, approval of the final deductive change order in the amount of (\$8,500.00), authorization to release retainage in the amount of \$6,875.00, and authorization for staff to execute the final payment to the contractor.

BACKGROUND: Sunesis Environmental, LLC was awarded the contract for the Wastewater Treatment Plant Demo & Grading Project. The work under the contract has been substantially completed, and City staff, together with Thomas & Hutton, have conducted a final walkthrough of the project and prepared a final punch list.

Thomas & Hutton has verified that all punchlist items have been satisfactorily completed and has recommended final acceptance of the project. They have also recommended approval of the final change order, which reflects a deductive adjustment of \$8,500.00 to the contract amount, and release of the remaining retainage of \$6,875.00.

FINANCIAL IMPACT: Approval of the final change order will reduce the contract amount by \$8,500.00. In addition, \$6,875.00 in retained funds will be released as part of the contractor's final payment. Funding for this project is available within the approved Wastewater Capital Improvements budget.

SUPPORTING DOCUMENTS:

- Thomas & Hutton Recommendation
- Application & Certification for Payment
- Change Order #1



City of Spring Hill | Spring Hill Water
199 Town Center Parkway
Spring Hill, Tennessee 37174
dan.allen@springhilltn.org
931-451-0246



Transmittal

To: Robert Brewer **From:** Ryan Chamblee

Company: City of Spring Hill **Date:** 6/26/2026

Address: 199 Town Center Parkway

City/State: Spring Hill, TN 37174 **RE:** WWTP Demo and Grading – Pay Application No. 3 (Final)

☐ **Urgent** ☒ **For Your Use** ☐ **Please Comment** ☐ **Please Reply** ☐ **Please Recycle**

Mr. Brewer,

Please find attached Pay Application No. 3 for the City of Spring Hill, WWTP Demo and Grading Project as submitted by Sunesis Environmental, LLC.

We have reviewed the pay requests and recommend payment in the amount of \$6,875.00 for the retainage amount withheld during the project.

If you have any questions, please feel free to call.

Thank you,

A handwritten signature in blue ink that reads 'Ryan Chamblee'.

Ryan Chamblee, PE

APPLICATION AND CERTIFICATION FOR PAYMENT

25-00L - 003

PAGE ONE OF TWO PAGES

TO: City of Spring Hill of Maury County, TN
199 Town Center Parkway
Spring Hill, TN 37174

PROJECT: WWTP Demo and Grading
Demolition
CITY: Spring Hill
COUNTY: Maury

Distribution to:
☐ OWNER
☐ CONSTRUCTION
MANAGER
☐ ARCHITECT
☒ CONTRACTOR

PERIOD FROM: 6/1/2026
PERIOD TO: 6/30/2026

CONTRACT DATE: 12/5/2025

GC PROJECT#

FROM CONTRACTOR:
Sunesis Environmental, LLC
1008 Old Tree Court Suite B
Nashville, TN 37210

CONTRACT FOR:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM \$ 146,000.00
2. Net change by Change Orders \$ (8,500.00)
3. CONTRACT SUM TO DATE (Line 1 + 2) \$ 137,500.00
4. TOTAL COMPLETED & STORED TO \$ 137,500.00
DATE (Column G on G703)

5. RETAINAGE:
a. 0 % of Total Completed & Stored \$ 0.00
(Column D + E on G703)
b. 0 % of Material \$
(Column F on G703)
Total Retainage (Lines 5a + 5b or
Total in Column I of G703)

6. TOTAL EARNED LESS RETAINAGE \$ 0.00
(Line 4 Less Line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 130,625.00
8. CURRENT PAYMENT DUE \$ 6,875.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE \$ 0.00
(Line 3 less Line 6)

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$0.00	\$0.00
Total approved this Month	\$0.00	(\$8,500.00)
TOTALS	\$0.00	(\$8,500.00)
NET CHANGES by Change Order		(\$8,500.00)

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information & belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for the Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown shown herein is now due.

CONTRACTOR:

By: [Signature] Date: 06/25/2026



State of: Tennessee County of: Davidson
Subscribed and sworn to before me this 25th day of June, 2026
Notary Public: [Signature]
My Commission expires: 1/31/2029

CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations & data comprising the application, the Construction Manager and Architect certify to the owner that to the best of their knowledge, information and belief the Work has progressed as indicated the quality of the Work is in accordance with the Contract Documents, and the contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ \$6,875.00

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and online Continuation Sheet that are changed to conform with the amount certified.)
ARCHITECT:

By: [Signature] Date: 06/26/2026

This certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CONTINUATION SHEET

PAGE 2 OF 2 PAGES

APPLICATION AND CERTIFICATION FOR PAYMENT, containing
Contractor's signed certification is attached.
In tabulations below, amounts are stated to the nearest dollar.
Use Column I on Contracts where variable retainage for line items may apply.
Schedule of Values

APPLICATION NO: Three (3)
APPLICATION DATE: 06/01/26
PERIOD TO: 06/30/26
ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD				
1	Mobilization	\$3,000.00	\$3,000.00			\$3,000.00		
2	General Conditions	\$4,500.00	\$4,500.00			\$4,500.00		
3	Structural Demolition	\$56,000.00	\$56,000.00			\$56,000.00		
4	Backfill	\$74,000.00	\$74,000.00			\$74,000.00		
5	Fencing Replacement	\$8,500.00		\$8,500.00		\$8,500.00		
6	CO 1 - Fencing Nonperform	(\$8,500.00)		(\$8,500.00)		(\$8,500.00)		
7								
8								
9								
10								
11								
12								
13								
14								
GRAND TOTALS		\$137,500.00	\$137,500.00			\$137,500.00		

CHANGE ORDER NO. 1

PROJECT: CITY OF SPRING HILL, TENNESSEE
WWTP DEMO AND GRADING

CONTRACTOR: SUNESIS ENVIRONMENTAL LLC
1008 OLD TREE COURT, SUITE B
NASHVILLE, TN 37210

DATE: JUNE 16, 2026

DESCRIPTION: Change Order No.1 is for a deduction from field grading changes that allowed work to be permed without removing or replacing existing fencing. The items and cost are listed as follows:

Item #	Description	Unit	Quantity	Unit Cost	Cost
1	FENCING DEDUCTION	LS	1	(\$8,500.00)	(\$8,500.00)
			Subtotal		(8,500.00)

Original Contract Amount:	\$ 146,000.00
Contract Amount Increased by Change Order No. 1:	\$ (8,500.00)
Total Revised Contract Amount with Change Order No. 1:	\$ 137,500.00

This change order shall become effective upon execution by the Owner, Engineer and Contractor. Signature by the Contractor indicates his agreement herewith, including any adjustment in the Contract Sum and Contract Time.

CITY OF SPRING HILL, TN
ADMINISTRATION

By: _____

Date: _____

THOMAS & HUTTON
ENGINEER

By: Ryan Hamblen

Date: 6/16/2026

CITY OF SPRING HILL, TN
WATER DEPARTMENT

By: [Signature]

Date: 6/30/2026

SUNESIS ENVIRONMENTAL LLC
CONTRACTOR

By: [Signature] V.P.

Date: 6/19/26

Change Order No. 1
CITY OF SPRING HILL, WWTP DEMO AND GRADING

RESOLUTION 26-197

**A RESOLUTION AUTHORIZING THE CITY OF SPRING HILL TO JOIN THE
BUYBOARD PURCHASING COOPERATIVE**

WHEREAS, the City of Spring Hill desires to join BuyBoard in order to access available cooperative purchasing contracts; and

WHEREAS, participation in BuyBoard requires execution of a participation agreement.

NOW, THEREFORE, BE IT RESOLVED by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee, that the City is hereby authorized to join BuyBoard, and the Purchasing Agent is authorized to execute the participation agreement and any related documents necessary to complete the City's membership.

Passed and adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee, on this 6th day of July 2026.

Matt Fitterer, Mayor

ATTEST:

April Goad, City Recorder

LEGAL FORM APPROVED:

Patrick Carter, City Attorney



STAFF MEMORANDUM

TO: Board of Mayor and Aldermen
FROM: Rebecca Holden, Finance Director
DATE: July 6, 2026
SUBJECT: RESOLUTION 26-197 | A Resolution Authorizing the City of Spring Hill to Join the BuyBoard Purchasing Cooperative

RECOMMENDATION: Staff recommends approval of Resolution 26-197, authorizing the City of Spring Hill to join the BuyBoard Purchasing Cooperative and authorizing the Purchasing Agent to execute the participation agreement and any related documents necessary to complete the City's membership.

BACKGROUND: BuyBoard is a purchasing cooperative that provides public entities access to cooperative purchasing contracts for goods and services. Membership will provide the City with an additional purchasing option when cooperative purchasing is appropriate and in the City's best interest.

Participation in BuyBoard requires execution of a participation agreement. Approval of this resolution will authorize the City to complete membership and use BuyBoard as an available purchasing cooperative, subject to applicable law and the City's purchasing policies.

FINANCIAL IMPACT: There is no cost for the City to join BuyBoard. Any future purchases made through BuyBoard will be processed in accordance with the City's purchasing policy and will be charged to the appropriate departmental budget.

SUPPORTING DOCUMENTATION: Participation Agreement



City of Spring Hill | Finance
199 Town Center Parkway
Spring Hill, Tennessee 37174
rholden@springhilltn.org
931-486-2252



P.O. Box 400, Austin, Texas 78767
800.695.2919 • buyboard.com

NATIONAL PURCHASING COOPERATIVE INTERLOCAL PARTICIPATION AGREEMENT

This Interlocal Participation Agreement (“Agreement”) is made and entered into on the date indicated below by and between the National Purchasing Cooperative (“Cooperative”), an administrative agency of cooperating local governments and other governmental entities, acting on its own behalf and the behalf of all participating governmental entities, and the undersigned governmental entity (“Cooperative Member”).

I. RECITALS

WHEREAS, the National Purchasing Cooperative was formed on May 26, 2010, by certain local governments that entered into an Organizational Interlocal Agreement; and

WHEREAS, the purpose of the Cooperative is to facilitate compliance with state procurement requirements, to identify qualified vendors of commodities, goods and services, to relieve the burdens of the governmental purchasing function, and to realize potential economies of scale, including administrative cost savings, for Cooperative Members;

NOW THEREFORE, in consideration of the mutual covenants, promises and obligations contained herein, the undersigned Cooperative Member and the Cooperative agree as follows:

II. TERMS AND CONDITIONS

1. **Adopt Organizational Interlocal Cooperation Agreement.** The Cooperative Member by the execution or acceptance of this Agreement hereby adopts and approves the Organizational Interlocal Agreement, as last amended and restated, which agreement is incorporated herein by reference (and is available from the Cooperative upon request). The Organizational Interlocal Agreement establishes the Cooperative as an administrative agency of its collective participants, and Cooperative Member agrees to become a participant or additional party to the Organizational Interlocal Agreement.

2. **Term.** The initial term of this Agreement shall commence on the date it is executed by both parties and shall automatically renew for successive one-year terms unless sooner terminated in accordance with the provisions of this Agreement. If the Cooperative Member is an existing Cooperative Member that joined the Cooperative by executing a participation agreement which authorized amendment upon the Cooperative providing prior written notice, then this Agreement will be deemed an Amendment by Notice, effective on the 61st day that the Cooperative Member is sent notice of this Agreement. In addition, this Agreement will continue to automatically renew for successive one-year terms on the anniversary date of the Cooperative Member’s initial term (not the effective date of the amendment), unless the Agreement is sooner terminated in accordance with the provisions herein.

(Revised by the Cooperative Board of Trustees on August 9, 2023.)

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3. Termination.

(a) **By the Cooperative Member.** This Agreement may be terminated by the Cooperative Member at any time by 30 days prior written notice to the Cooperative as provided in Article III, Section 14, provided any amounts owed to any vendor have been fully paid.

(b) **By the Cooperative.** The Cooperative may terminate this Agreement by:

(1) Giving 10 days notice as provided in Article III, Section 14, to the Cooperative Member if the Cooperative Member breaches this Agreement; or

(2) Giving 30 days notice as provided in Article III, Section 14, to the Cooperative Member with or without cause.

(c) **Termination Procedure.** If the Cooperative Member terminates its participation under this Agreement or breaches this Agreement, or if the Cooperative terminates participation of the Cooperative Member, the Cooperative Member shall bear the full financial responsibility for all of its purchases made from vendors under or through this Agreement. The Cooperative may seek the whole amount due, if any, from the terminated Cooperative Member. In addition, the Cooperative Member agrees it will not be entitled to any distribution which may occur after the Cooperative Member terminates from the Cooperative.

4. **Payments by Cooperative Member.** The Cooperative Member will make timely payments to the vendor for the goods, materials and services received in accordance with the terms and conditions of the bid invitation, instructions, and all other applicable procurement documents. Payment for goods, materials and services and inspections and acceptance of goods, materials and services ordered by the procuring Cooperative Member shall be the exclusive obligation of the procuring Cooperative Member, and not the Cooperative. Furthermore, the Cooperative Member is solely responsible for negotiating and securing ancillary agreements from the vendor on such other terms and conditions, including provisions relating to insurance or bonding, that the Cooperative Member deems necessary or desirable under federal, state or local law, local policy or rule, or within its business judgment.

5. **Payments by Vendors.** The parties agree that the Cooperative will require payment from vendors which are selected to provide goods, materials or services to Cooperative Members. Such payment (hereafter "Vendor Fees") may be up to two percent (2%) of the purchase price paid by Cooperative Members or a flat fee amount that may be set from time to time by the Cooperative Board of Directors. Cooperative Member agrees that these Vendor Fees fairly compensate the Cooperative for the services and functions performed under this Agreement and that these Vendor Fees enable the Cooperative to pay the administrative, licensing, marketing, and other expenses involved in successfully operating a program of electronic commerce for the Cooperative Members. Further, Cooperative Member affirmatively disclaims any rights to such Vendor Fees, acknowledging all such fees are the property of the Cooperative. Similarly, in no event shall a Cooperative Member be responsible for payment of Vendor Fees.

(Revised by the Cooperative Board of Trustees on August 9, 2023.)

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6. **Distribution.** From time to time, and at the sole discretion of the Cooperative Board of Directors, the Cooperative may issue a distribution to Cooperative Members under a plan developed by the Cooperative Board of Directors. The Cooperative Member acknowledges that a distribution is never guaranteed and will depend on the overall financial condition of the Cooperative at the time of the distribution and the purchases made by the Cooperative Member.

7. **Administration.** The Cooperative may enter into contracts with others, including non-profit associations, for the administration, operation and sponsorship of the purchasing program provided through this Agreement. The Cooperative will provide reports, at least annually, to the Cooperative Member electronically or by mail. Cooperative Member will report purchase orders generated under this Agreement to the Cooperative or its designee, in accordance with instructions of the Cooperative.

8. **BuyBoard®.** Cooperative Member will have a non-exclusive license to use the BuyBoard electronic purchasing application during the term of this Agreement. Cooperative Member acknowledges and agrees that the BuyBoard electronic application and BuyBoard trade name are owned by the Texas Association of School Boards, Inc. ("TASB"), and that neither the Cooperative nor the Cooperative Member has any proprietary rights in the BuyBoard electronic application or trade name. The Cooperative Member will not attempt to resell, rent, or otherwise distribute any part of BuyBoard to any other party; nor will it attempt to modify the BuyBoard programs on the server or acquire the programming code. The Cooperative Member may not attempt to modify, adapt, translate, distribute, reverse engineer, decompile, or disassemble any component of the application. The Cooperative Member will use BuyBoard in accordance with instructions from the Cooperative (or its designee) and will discontinue use upon termination of participation in the Cooperative. The Cooperative Member will maintain equipment, software and conduct testing to operate the BuyBoard system at its own expense.

III. GENERAL PROVISIONS

1. **Amendment by Notice.** The Board may amend this Agreement, provided that prior written notice is sent to the Cooperative Member at least 60 days prior to the effective date of any change described in such amendment and provided that the Cooperative Member does not terminate its participation in the Cooperative before the expiration of said 60 days.

2. **Authorization to Participate and Compliance with Local Policies.** Each Cooperative Member represents that its governing body has duly authorized its participation in the Cooperative and that the Cooperative Member will comply with all state and local laws and policies pertaining to purchasing of goods and services through its membership in the Cooperative.

3. **Bylaws.** The Cooperative Member agrees to abide by the Bylaws of the Cooperative, as they may be amended, and any and all written policies and procedures established by the Cooperative that apply to Cooperative Members. The Cooperative shall provide written notice to the Cooperative Member of any amendment to the Bylaws of the Cooperative and any written policy or procedure of the Cooperative that is intended to be binding on and applicable to the Cooperative Member. In addition to any other notice method specified in this Agreement, notice under this Section may be satisfied by posting of the applicable bylaws,

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policy, or procedure on the Cooperative's website or BuyBoard application landing page for Cooperative Members.

4. **Cooperation and Access.** The Cooperative Member agrees that it will cooperate in compliance with any reasonable requests for information and/or records made by the Cooperative. The Cooperative reserves the right to review and audit the relevant and available records of any Cooperative Member. Any breach of this provision shall be considered material and shall make the Agreement subject to termination on 10 days written notice to the Cooperative Member.

5. **Coordinator.** The Cooperative Member agrees to appoint a program coordinator who shall have express authority to represent and bind the Cooperative Member, and the Cooperative will not be required to contact any other individual regarding program matters. Any notice to or any agreements with the coordinator shall be binding upon the Cooperative Member. The Cooperative Member reserves the right to change the coordinator as needed by giving written notice to the Cooperative. Such notice is not effective until actually received by the Cooperative.

6. **Current Revenue.** The Cooperative Member hereby represents that all payments, fees, and disbursements required of it hereunder shall be made from current revenues budgeted and available to the Cooperative Member.

7. **Defense and Prosecution of Claims.** The Cooperative Member authorizes the Cooperative to handle the commencement, defense, intervention, or participation in a judicial, administrative, or other governmental proceeding or in an arbitration, mediation, or any other form of alternative dispute resolution, or other appearances of the Cooperative (as an entity) in any litigation, claim or dispute which arises from the services provided by the Cooperative. Neither this provision nor any other provision in this Agreement will create a legal duty for the Cooperative to provide a defense or prosecute a claim; rather, the Cooperative may exercise this right in its sole discretion and to the extent permitted or authorized by law. The Cooperative Member shall reasonably cooperate and supply any information necessary or helpful in such prosecution or defense. Subject to specific revocation, the Cooperative Member hereby designates the Cooperative to act as a class representative on its behalf in matters arising out of this Agreement and pertaining to the collective or predominant interest of Cooperative Members. Nothing herein grants the Cooperative any rights to file, defend, or settle any claim on behalf of the Cooperative Member in its individual capacity.

8. **Governance.** The Board of Directors (Board) will govern the Cooperative in accordance with the Bylaws.

9. **Legal Authority.** The Cooperative Member represents to the Cooperative the following:

a) The Cooperative Member has conferred with legal counsel and determined it is duly authorized by the laws of the jurisdiction in which the Cooperative Member lies to participate in cooperative purchasing, and specifically, the National Purchasing Cooperative.

b) The Cooperative Member possesses the legal authority to enter into this Agreement and can allow this Agreement to automatically renew without subsequent action of its governing body.

c) Purchases made under this Agreement will satisfy all procedural procurement requirements that the Cooperative Member must meet under all applicable local policy, regulation, or state law.

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d) All requirements—local or state—for a third party to approve, record or authorize the Agreement have been met.

10. **Disclaimer.** THE COOPERATIVE, ITS ENDORSERS, SPONSORS, AND SERVICING CONTRACTORS, WHETHER CURRENT OR FORMER AND INCLUDING TASB, (“COOPERATIVE AND ASSOCIATES”) DO NOT WARRANT THAT THE OPERATION OR USE OF COOPERATIVE SERVICES WILL BE UNINTERRUPTED OR ERROR FREE.

THE COOPERATIVE AND ASSOCIATES HEREBY DISCLAIM ANY AND ALL WARRANTIES, EXPRESS OR IMPLIED, IN REGARD TO ANY INFORMATION, PRODUCT OR SERVICE FURNISHED UNDER THIS AGREEMENT, INCLUDING WITHOUT LIMITATION, ANY AND ALL IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

11. **Limitation of Liability.** To the extent permitted by law and without waiver of the disclaimer or other limitation of liability in this Agreement, the parties agree that:

- a) Neither party waives any immunity from liability afforded under law;
- b) In regard to any lawsuit or formal adjudication arising out of or relating to this Agreement, neither party shall be liable to the other under any circumstance for special, incidental, consequential, or exemplary damages;
- c) The maximum amount of damages recoverable will be limited to the amount of fees which the Cooperative received as a direct result of the Cooperative Member’s purchase activity, within 12 months of when the lawsuit or action was filed; and
- d) In the event of a lawsuit or formal adjudication the prevailing party will be entitled to recover reasonable attorney’s fees.

Without waiver of the disclaimer or other limitation of liability in this Agreement, the parties further agree to limit the liability of Cooperative and Associates up to the maximum amount each received from or through the Cooperative, as a direct result of the undersigned Cooperative Member’s purchase activity, within 12 months of the filing of any lawsuit or action.

12. **Limitation of Rights.** Except as otherwise expressly provided in this Agreement, nothing in this Agreement is intended to confer upon any person, other than the parties hereto, any benefits, rights, or remedies under or by reason of this Agreement.

13. **Merger/Entirety.** This Agreement, together with the Cooperative’s Bylaws and Organizational Interlocal Agreement, as amended and restated, represents the complete understanding of the Cooperative and Cooperative Member. To the extent there exists any conflict between the terms of this Agreement and that of prior agreements, the terms of this Agreement shall control and take precedence over all prior participation agreements.

14. **Notice.** Any written notice to the Cooperative may be given by email to BuyBoard Administrator at membership@buyboard.com; by U.S. mail, postage prepaid, and delivered to the National Purchasing Cooperative, P.O. Box 400, Austin, Texas 78767-0400; by overnight courier or hand delivery to National Purchasing Cooperative, 12007 Research Blvd., Austin, Texas 78759; or by other mode of delivery typically

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used in commerce and accessible to the intended recipient. Notices to Cooperative Member may be given by email to the Cooperative Member's Coordinator or other email address of record provided by the Cooperative Member; by U.S. mail, postage prepaid, and delivered to the Cooperative Member's Coordinator or chief executive officer (e.g., superintendent, city manager, county judge or mayor); or by other mode of delivery typically used in commerce and accessible to the intended recipient.

15. **Severability.** If any portion of this Agreement shall be declared illegal or held unenforceable for any reason, the remaining portions shall continue in full force and effect.

16. **Signatures/Counterparts.** The failure of a party to provide an original, manually executed signature to the other party will not affect the validity, enforceability or binding effect of this Agreement because either party may rely upon an electronic or facsimile signature as if it were an original, including any Cooperative Member signature executed by click and accept or similar electronic signature and acceptance. Furthermore, this Agreement may be executed in several separate counterparts, each of which shall be an original and all of which shall constitute one and the same instrument.

17. **Authority.** By the execution and delivery of this Agreement, the undersigned individual represents that the individual is duly authorized by all requisite administrative action required to enter into and bind the entity that is a party to this Agreement.

[Signature page follows.]



P.O. Box 400, Austin, Texas 78767
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WHEREFORE, the parties, acting through their duly authorized representatives, accept this Agreement.

NATIONAL PURCHASING COOPERATIVE:

By: _____
Dan Troxell, Ph.D.
Assistant Secretary

Date: _____

COOPERATIVE MEMBER:

[Signature required unless accepted as an Amendment by Notice as described in the Agreement.]

(Government Entity Name)

By: _____
Signature of authorized representative of Cooperative Member

Date: _____

Printed name and title of authorized representative

Coordinator for the Cooperative Member is:

Name

Title

Mailing Address

City

State

Zip Code

Telephone

Fax

Email

(Revised by the Cooperative Board of Trustees on August 9, 2023.)

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RESOLUTION 26-198

A RESOLUTION AUTHORIZING THE MAYOR TO SIGN THE REVISED CONTRACT AMENDMENT OF THE ARP RESOURCE PROTECTION STATE WATER INFRASTRUCTURE GRANT (SWIG) PROGRAM RELATED TO THE RESERVOIR PROJECT

WHEREAS, the City of Spring Hill previously was awarded funding through the Tennessee Department of Environment and Conservation (TDEC) under the ARP Resource Protection State Water Infrastructure Grant (SWIG) Program for the Reservoir Project; and

WHEREAS, the original grant budget included funding for professional services, environmental studies, permitting, design services, and property acquisition activities associated with the proposed Reservoir Project; and

WHEREAS, following coordination and discussions with TDEC regarding eligible project activities and grant timelines, subsurface exploration and geotechnical analysis activities were approved as allowable expenses under the grant agreement, and the revised project budget reallocates the existing grant funding toward those activities associated with the Reservoir Project; and

WHEREAS, current estimated subsurface exploration costs exceed the revised grant budget and may require additional City funding to complete the project activities; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee, that the Mayor is hereby authorized to sign and complete all necessary documentation associated with the revised Reservoir Project scope and budget.

Passed and adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee, this 6th day of July, 2026.

Matt Fitterer, Mayor

ATTEST:

April Goad, City Recorder

LEGAL FORM APPROVED:

Patrick Carter, City Attorney

SPRING HILL T E N N E S S E E

STAFF MEMORANDUM

TO: Board of Mayor and Aldermen
FROM: Rebecca Holden, Finance Director
DATE: 7/6/2026
SUBJECT: Resolution 26–198, To authorize the Mayor to sign the Reservoir Project grant budget and project scope contract amendment from TDEC

PURPOSE:

The purpose of this resolution is to authorize the Mayor to execute documentation necessary to revise the scope and budget of the ARP Resource Protection State Water Infrastructure Grant (SWIG) Program related to the Reservoir Project.

BACKGROUND:

The City of Spring Hill was awarded funding through the Tennessee Department of Environment and Conservation (TDEC) under the ARP Resource Protection State Water Infrastructure Grant (SWIG) Program for the Reservoir Project.

The original grant budget included funding for professional services, environmental studies, permitting, design services, and property acquisition activities associated with the proposed Reservoir Project. The original project budget totaled \$1,000,000, including \$800,000 in grant funding and \$200,000 in required local match funding.

Following coordination and discussions with TDEC regarding project timelines and eligible project activities, the City determined the original project scope could not be completed within the grant performance period established by TDEC. In response, TDEC approved subsurface exploration and geotechnical analysis activities, which are part of the project design process, as allowable expenses under the grant agreement.

The revised project budget reallocates the existing grant funding and required local match toward subsurface exploration and geotechnical analysis activities associated with the Reservoir Project. Current estimated subsurface exploration costs total approximately \$1,650,000, which exceeds the revised grant budget and may require additional City funding to complete the work.



City of Spring Hill | Finance Department
199 Town Center Parkway
Spring Hill, Tennessee 37174
rholden@springhilltn.org
(931)451-0782

FINANCIAL IMPACT:

The proposed grant budget revision reallocates the existing \$800,000 TDEC grant award and \$200,000 required local match funding toward subsurface exploration and geotechnical analysis activities associated with the Reservoir Project, for a revised total project budget of \$1,000,000.

Current estimated project costs for subsurface exploration activities total approximately \$1,650,000. Any costs exceeding the revised grant budget would require additional City.

STAFF RECOMMENDATION:

Staff recommends approval of the resolution authorizing the Mayor to execute the documentation necessary to amend the grant budget and revise project activities associated with the Reservoir Project.



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rholden@springhilltn.org
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The following attachment is not a PDF, so a link to the native file format is being provided instead:

[32701-05451_DWR_Spring_Hill_AMD_1_Ready_for_Signature_encrypted_.pdf \(LINK\)](#)

RESOLUTION 26-199

**A RESOLUTION TO APPROVE THE PURCHASE OF COMMAND VEHICLE FOR
FIRE DEPARTMENT**

WHEREAS, the City of Spring Fire Department operates a career fire department that responds to all hazards within the city; and

WHEREAS; the Fire Department has identified the need to purchase a new incident command vehicle for use by the on-duty Battalion Chief; and

WHEREAS; the vehicle is the center point of command, control, and resource coordination on emergency scenes; and

WHEREAS; the department built specifications for the vehicle replacement and obtained the quoted amount in the FY27 Budget; and

WHEREAS, the replacement vehicle, as specified, is available on the HGAC group purchasing platform as a turn-key product that will expedite the vehicle build at competitive pricing; and

WHEREAS, the current vehicle will be re-assigned within the department for use by the new Deputy Chief position, also approved in FY27.

NOW, THEREFORE BE IT RESOLVED, the City of Spring Hill Board of Mayor and Aldermen to approve the purchase of a new Chevrolet 2500HD Incident Command Vehicle by Fastlane Emergency Vehicles in Purcellville, VA using HGAC Contract #11117 for the price of \$137,438.00.

Passed and Adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee on the 6th day of July 2026.

Matt Fitterer, Mayor

ATTEST:

April Goad, City Recorder

LEGAL FORM APPROVED:

Patrick Carter, City Attorney



STAFF MEMORANDUM

TO: Board of Mayor and Aldermen
FROM: Graig Temple, Fire Chief
DATE: July 6, 2026
SUBJECT: Resolution 26-199- Authorize purchase of Chevy 2500HD Incident Command Vehicle

RECOMMENDATION:

Staff recommend BOMA approve the purchase of a new Fire Department Incident Command Vehicle.

BACKGROUND:

The City of Spring Hill Fire Department operates a vehicle replacement schedule. The current Battalion Chief vehicle is due for re-assignment into a secondary use that will extend the vehicle use and service life. The replacement was included and approved in the FY27 Budget.

FINANCIAL IMPACT:

The HGAC contract price for the complete turnkey vehicle including emergency equipment, lighting, upfitting, and graphics is \$137,438.00.

SUPPORTING DOCUMENTS:

- **Vehicle Specifications and Pricing**
- **HGAC Contract**



City of Spring Hill | Fire Department
199 Town Center Parkway
Spring Hill, Tennessee 37174
gtemplel@springhilltn.org

Vehicle Build Specification
2500HD

City of Spring Hill Fire Department Chevrolet Silverado

FastLane Emergency Vehicles | 37241 E Richardson Lane | Purcellville, VA 20132 | (877) 327-8526



Fastlane Emergency Vehicles
Vehicle Build Specification

37241 E Richardson Lane | Purcellville, VA 20132 | (877) 327-8526

Job/Quote ID: **Q00745.1**

Client/Department Name: **City of Spring Hill Fire Department**

Rep: **Drew Crisp**

Conversion Up-fit of a(n) Chevrolet Silverado 2500HD

FastLane to supply vehicle? **YES**

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Vehicle Build Specification
2500HD

City of Spring Hill Fire Department Chevrolet Silverado

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Chassis Specifications

If indicated above and vehicle is supplied by FastLane, the following specifications shall be considered "included in contract" Only specifications listed herein shall be considered inclusive. FastLane shall not be responsible for chassis specifications outside this document.

The vehicle, a(n) **Chevrolet Silverado 2500HD** shall be supplied by FastLane.

Please see the chassis specification document attached to the quote.

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Vehicle Build Specification 2500HD

City of Spring Hill Fire Department Chevrolet Silverado

FastLane Emergency Vehicles | 37241 E Richardson Lane | Purcellville, VA 20132 | (877) 327-8526

GENERAL BUILD SPECIFICATIONS

This section describes the minimum standards for how your new FastLane vehicle shall be converted/upfitted; specifically for the wiring, connections & terminations, mounting of equipment and power distribution.

WIRING

Wiring to be automotive type meeting or exceeding SAE J1128-GXL rated for minimum of +125 degrees centigrade. All wiring to be stamped with permanent, indelible marking describing both circuit identification and plain word function not less than 6 inches apart for the entire length of the wire. Each run to be rated for 125% the specified ampacity of the connected load. All wires to be run in split corrugated, nylon loom with minimum temperature rating of +115 degrees Centigrade. Loomed harnesses to be wire tied to frame and chassis not greater than 16 inches apart. All communication and data lines to be shielded and in independent harness from all other wires. All pass-through holes cut in body of vehicle where wire harnesses travel to have standard Heyco style bushings to protect from chaffing. All holes that pass to exterior of body to have approved, expanding sealing compound to seal wires from weather.

CONNECTIONS & TERMINATIONS

All connections made within the body, away from possible weather to be standard crimp style terminals with nylon insulation. Terminals must be crimped with approved tool specific to connector being used. All exterior or engine compartment connections (made on outside vehicle cabin) to be either heat shrink crimp style or Deutsch style, sealed connector and must protect against moisture, dirt and dust, minimum rating of -40 to 120 degrees Centigrade. All ground connections made on chassis frame or body on remote appliances to utilize star (toothed) ring terminal and be coated from weather and corrosion with silicon or approved sealant. Interface to OEM wiring shall be done in accordance with body builder and up-fitter specifications. Where possible any connection to OEM wiring shall use a tee style no-cut harness or shall be soldered into place using standard no-clean flux solder. This soldered connection shall then be covered in a dual wall, polyolefin, sealant lined heat-shrink tubing and heated into place with heat gun or portable torch. Under no circumstances shall fuse taps or crimp tee-taps be used to interface with OEM wiring.

MOUNTING OF EQUIPMENT

All FastLane added equipment to be mounted in accordance with manufacturers specifications. All interior cab items to be mounted with airbag safety standards followed. Modifications to the OEM frame assembly or suspension systems are prohibited. Any modification to bumper systems must be done such that not more than 10% of the entire surface area of the bumper assembly is breeched or modified. All cuts made to any chassis or body panel must be sealed with self-galvanizing, anti-rust sealer prior to equipment being mounted. All exterior hardware including screws and fasteners to be minimum of 18-8 stainless steel. All exterior lighting and thru-body equipment shall be fastened to the sheet metal of the vehicle using approved rivet nut fasteners, allowing the use of machine thread screws. The use of sheet metal screws directly into the body skin is prohibited.

POWER DISTRIBUTION (noise free power)

The main FastLane power feed is rated for 200% of total expected ampacity of the carried load. One large gauge cable run from vehicle's battery bank must be circuit protected within a minimum distance of 16 inches from power source (battery) and can be disconnected by user quickly in the event of emergency or maintenance. This protected power feed will power all FastLane added appliances and warning systems. Specified, lug style power studs will be in vehicle console and rear cabinet (if specified)

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Vehicle Build Specification
2500HD

City of Spring Hill Fire Department Chevrolet Silverado

FastLane Emergency Vehicles | 37241 E Richardson Lane | Purcellville, VA 20132 | (877) 327-8526

to provided clean, capable power. Additionally main ground studs shall be placed in the front console and rear cabinet (if specified) for clean, noise free central grounding of all equipment. These ground cables shall be of matching size to main power feed and be bolted to frame rails using stainless steel fasteners and coated with approved sealing compound.

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Vehicle Build Specification

City of Spring Hill Fire Department Chevrolet Silverado

2500HD

FastLane Emergency Vehicles | 37241 E Richardson Lane | Purcellville, VA 20132 | (877) 327-8526

LIGHTBARS

As it is necessary to make an opening in the vehicle roof for lightbar cable(s) to be routed, proper and effective sealing of these hole(s) is of paramount importance. All wire holes through the vehicle roof will be protected with self-sealing, waterproof, hole-grommets when clearance is available (otherwise FastLane shall seal the hole using standard pliable "duct" seal agent).

FASTLANE SHALL SUPPLY/INSTALL THE FOLLOWING ITEMS:

The following lightbar shall be installed on the vehicle:

Manufacturer: **SIGNAL**

Model: **ENNLB011ED-26F**

Description: **54" nFORCE NXT Lightbar with R/G/W Corners, R/W Front, Outermost Rear Module R/A**

Special Instructions:

TRAFFIC STICKS

The following rear traffic stick shall be installed on the roof of the vehicle:

Manufacturer: **Soundoff Signal**

Model: **EMPTC012H6**

Description: **mPower 8 Module Traffic System Tri-Color RAW**

Special Instructions:

BODY & WARNING LIGHTS

All exterior lighting shall be installed using approved rivnut fasteners and stainless-steel machine screws. Any holes or cuts in the vehicle's body shall be back primed with a self-etching primer to prevent corrosion. All connections between fixtures and cabling will be made with either heat shrink sealed or Delphi Deutsch style weatherproof connectors, wherever the likelihood of extensive exposure to the elements exists.

FASTLANE SHALL SUPPLY/INSTALL THE FOLLOWING ITEMS:

Item	Mounting Location	Quantity	Special Instructions
EMPS2STS4D: 4" mPower Stud Mount, Black Housing, RED/WHITE	Grill - Built-In	4	
EMPS2QMS4D: 4" mPower Quick Mount Black Housing, 12 LED, Dual Color Red/White	Fenders (Both) - Front	2	Front intersection lighting.
EMPS2QMS4D: 4" mPower Quick Mount Black Housing,	Fenders (Both) - Rear Center Over	2	Rear intersection lighting.

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Vehicle Build Specification**City of Spring Hill Fire Department Chevrolet Silverado****2500HD**

FastLane Emergency Vehicles | 37241 E Richardson Lane | Purcellville, VA 20132 | (877) 327-8526

12 LED, Dual Color Red/White	Wheel		
EMPS2QMS4D: 4" mPower Quick Mount Black Housing, 12 LED, Dual Color Red/White	Bumper, Rear - Built-In	2	White scene to toggle automatically in reverse.
EMPS2QMS4D: 4" mPower Quick Mount Black Housing, 12 LED, Dual Color Red/White	Body, Rear	2	Mount rear of cap, vertically.
EMPS2001P-4: 4 Inch mpower Fascia with Stud Mount, Black Housing, RED/AMB/GRN (Specify Color and Function)	Liftgate, Rear - Interior Surface	2	Toggleable green command mode.
PROG - NOTE: Programming Note		1	Standard FastPlex lighting functionality: white lighting to be introduced automatically when in drive
to drop out automatically in park. All lightheads to have toggleable solid scene function. Toggleable green command mode.			
ESLRL6115D: SL Running Light, 61" - 5 Module, Dual Color Red/White	Running Boards, Kick Space Area	2	
PSLVBK05: Universal Mounting Kit for SL Running Light includes: Bracket & Hardware Kit	Running Boards, Kick Space Area	2	

SIRENS & AUDIBLE DEVICES

The following represents any audible warning devices being provided and/or installed as part of this upfit/conversion.

FASTLANE SHALL SUPPLY/INSTALL THE FOLLOWING ITEMS:

Primary Siren: **295HFSC9: 200W Dual Function Siren w/ Detach Mic**

Speaker (**Qty: 2**): **ETSS100U, 100U Series Composite Speaker w/ Universal Bail Bracket - 100 watt**

Additional items for this section:

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Vehicle Build Specification**City of Spring Hill Fire Department Chevrolet Silverado****2500HD**

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Item	Quantity	Special Instructions
HOWLER: Howler Low Frequency Siren, w/ Amplifier and 2-Speakers (need to specify bracket needed for speaker)	1	

WORK LIGHTING

FastLane shall supply and/or install the following work lighting in your vehicle:

Install **2** red/white dome lights from **Techniq Lighting**, part **E13-LS0R-1: Silho-X 2.75 Round Neutral White/Red LED Map Light** in front headliner (or overhead console if so specified).

Additional items for this section:

Item	Mounting Location	Quantity	Special Instructions
E45-WBP12-1: 72 LED Premium 56.5" Aluminum Extrusion Lamp White		3	Cap interior lamps
1 per toolbox, 1 in center.			
E45-WBP10-1: 60 LED Premium 47.5" Aluminum Extrusion Lamp White		1	Liftgate interior lamp.
E45-OB03-1: Black Parallel Mount Screw Clip Qty 2		12	Interior lamp mounts.

FRONT CONSOLEFastLane shall provide and install a custom **Full Floor Console** with the following details:

The custom front console to house all necessary switching, signaling and communications controls, as well as cup holders, map books and 12-volt power-points, as specified below. The primary console construction, if fabricated by FastLane (sides, front, rear), shall be of cabinet grade " lumber core or veneer core ply material, covered a durable polyurea coating, black. Where map book or other slots are provided, these spaces shall also feature the same coating. Whenever functions of the OEM installation are interrupted by the console such as rear radio, HVAC controls and ducting, these features shall be reintegrated into the new console (where possible). Installation of console includes mounting of all equipment listed herein for control and use by driver and passenger. FastLane reserves the right for production changes that require adjusting console appliance locations to fit according to size and use. Any mic clips will be shipped loose for installation at time of delivery. Consoles are fastened to vehicle chassis using threaded fasteners to floor. Dashboard support may be added for stability if needed. The face surface (top) of all front consoles shall be constructed of .090 aluminum sheet. These faceplates will be cut to size using CNC machining (not hand cut). All holes necessary in the faceplate (radios, switching, etc.) will be die-cut to a maximum allowable tolerance of +/- 0.05" through the aluminum. Gaps around mounted appliances will not be tolerated and shall be deemed unacceptable. The

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Vehicle Build Specification 2500HD

City of Spring Hill Fire Department Chevrolet Silverado

FastLane Emergency Vehicles | 37241 E Richardson Lane | Purcellville, VA 20132 | (877) 327-8526

finished product will feature rounded edges and corners to prevent injury to people or equipment. These faceplates shall be finished with a black polyester powder-coat finish, producing a textured/wrinkle, scratch resistant coating.

Additional Standard Options

Install **1** standard **12V Power Points** in front console (see drawing for exact placement).

Install **1 QC 3.0 USBA/USBC Power Point(s)** in front console (see drawing for exact placement).

Install **2** marine style oversize **cup holders** in front console (see drawing for exact placement).

Install **2** fully height adjustable, padded **arm rests** on front console.

FastLane shall provide and install a custom **overhead control console** to include the following features:

Custom overhead console to house primary control panel (FastPlex screen if specified), as well as three (3) 30W audio speakers for two-way radios terminated to the floor console. In addition, FastLane will integrate back any OEM overhead console functions that exist on the vehicle (courtesy lights, air bag indicators, etc.)

RADIOS

All listed radio equipment to be tested and operate within manufacturer's specifications prior to delivery of the vehicle described herein. The radios must be noise free (less than 10dB of spurious noise per unit) and be functional upon delivery (please note that it may not be possible to test all aspects of transmission and reception on Client's system. FastLane shall not be responsible for defects or damage to customer supplied radio equipment prior to possession by FastLane. All equipment shall be provided to FastLane, free from defects, programmed and in good working order. FastLane does not have the capability to program all makes and models of radios, therefore it shall not be the responsibility of FastLane to ensure proper function of the radio systems if any radios are supplied in an un-programmed state. Further, some systems require a home signal to function and therefore cannot be 100% tested at the FastLane facility.

Fastlane shall install **2 customer supplied two-way radio(s)** in the **front console** area (final location to be determined by console design).

Special Instructions, Models or Details:

Note: Customer supplied radios must be provided prior to your scheduled start date. In addition, all radio equipment must be new or in working order when provided to FastLane for installation. FastLane is not responsible for any equipment that is damaged, not working or missing vital accessories to function.

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Vehicle Build Specification

City of Spring Hill Fire Department Chevrolet Silverado

2500HD

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Fastlane shall install **2 customer supplied two-way radio(s)** in the **rear cabinet RCC area** (final location to be determined by console design).

Special Instructions, Models or Details:

Note: Customer supplied radios must be provided prior to your scheduled start date. In addition, all radio equipment must be new or in working order when provided to FastLane for installation. FastLane is not responsible for any equipment that is damaged, not working or missing vital accessories to function.

FastLane shall provide and install **3, MB8U25 antenna coax run assemblies** that can operate from 0-1000 Mhz. Runs shall terminate to the vehicle roof using the standard Motorola NMO mount and include a rain cap upon delivery (if no antenna is provided by customer for installation).

Special Instructions, Models or Details:

COMPUTERS

FastLane shall incorporate the following mobile computers in the vehicle:

Install a **Gamber Pole Assembly** on the front console, final location to be determined by design drawings provided.

Install a **Customer Supplied** on the vehicle to provide hotspot connectivity.

Note: Customer is responsible for any SIM activation or monthly subscriptions plans, not included with this build specification.

Additional items for this section:

Item	Quantity	Special Instructions
CSMC: Install Customer Supplied Mobile Computer	1	
17TS7M: Beetratics 17 Inch HD Touchscreen, Full HD 1920 x 1080	1	Embedded in command board, tethered to console MDT.
F2RTSEXT-SET: Front to Rear Touchscreen Extension Cable Set (includes HDMI & USB for TS)	1	

REAR CABINET

A **CUSTOM** rear cabinet system, specifically built for the third (3rd) row of a(n) **Silverado 2500HD** shall be provided and installed per the following specifications:

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Vehicle Build Specification**City of Spring Hill Fire Department Chevrolet Silverado****2500HD**

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Installation of cabinet includes sizing and fitting to vehicle interior. FastLane shall utilize a minimum of four 3/8" diameter grade 5 carriage bolts to fasten the cabinet system to vehicle substructure or frame. Where possible cabinets shall be mounted through structural floor members such as frames or reinforcing plates; however, where mounting to body floor skin only FastLane shall utilize a minimum 4" diameter reinforced 3/16" thick steel plate for connection strength. All hardware utilized shall be rated at 150% of anticipated use and shall be coated to avoid rust and corrosion. All wood used in construction shall be lumber or veneer core ply. The cabinet shall be constructed using " LC/VC ply and be nailed, glued and screwed together at all fixed joints. All exposed edges shall be covered in a coordinating laminate or rubber edging. FastLane reserves the right for minor (cosmetic) modifications to the cabinet's design during final mounting.

Please refer to any FastLane supplied construction drawings for better illustration. However, the specifications within this document shall always supersede any illustrations, depictions or references made by any drawing, design or sketch. Equipment or installation of equipment not listed herein shall be considered for illustrative purposes only and not part of contract.

The cabinet shall include the following (add-on) options:

Item	Quantity	Special Instructions
RCCROLLOUT: Command Module Roll-Out to Include Rolling RCC	1	
SD24: Sundry Drawer, 24" Deep	1	
SM3-HD-EFM-SL-74-41: Electric Slide 1500lbs Capacity, 90% Travel, 4 3/4" H 74" L x 41" W* painted silver* 2nd Safety Lock	1	
CBLATSO: Lateral Slide Out Command Board Extensions (each)	2	
DEV: Dry Erase Vinyl (Per Square Foot)	10	
ASHELF: Adjustable Shelf (each)	2	
USB/USBC-PP: 12V USB and USB Type C Faceplate Mounted Outlet	1	
RCL: 12V Accessory Plug Adapter Socket	1	

EXTERIOR ACCESSORIES

All exterior accessories shall be matched to vehicle make and model and installed following manufacturer recommendations and instructions. By no means shall the original vehicle be modified (structurally) to install the equipment listed on this page.

FastLane shall provide/install the following exterior accessories:

Vehicle Build Specification**City of Spring Hill Fire Department Chevrolet Silverado****2500HD**

FastLane Emergency Vehicles | 37241 E Richardson Lane | Purcellville, VA 20132 | (877) 327-8526

Item	Mounting Location	Quantity	Special Instructions
AREDCU: DCU Series Commercial Truck Cap, Standard "Cab Height"		1	
ARE100-P2: Paint Match, P2 Series Color (Must Provide Color Code)		1	
ARE100-HB: Full Rear Hatchback Door for ARE Commercial Cap (in lieu of hatch)		1	
ARE100-RC: Reverse Camera with Truck Harness for ARE DCU Cap		1	
ARE100-TB: Full Toolbox in Side Compartment for Commercial Cap		2	
ARE100-TBB: Tool Board Backer and Poly Liner for Side Toolbox Compartment (each)		2	
PAINTCCPUPPER: Aftermarket Paint of Upper Half, Hood (includes roof) of Crew Cab Pick-up		1	Grey.

GRAPHICS

FastLane shall utilize only premium cast vinyl with a minimum life rating of 3 years outdoor durability on printed and gradient materials and a minimum of 5-years outdoor durability on all other lettering and striping materials. All efforts shall be made to avoid any bubbles or contaminants in the vinyl field, however small visual imperfections in vinyl are common. While a blemish free application is desired, any blemishes that cannot be seen with the naked eye by a reasonable witness from not less than three (3) feet shall be deemed acceptable and deliverable. To conform stiff materials such as reflective vinyl around complex curves, it may be necessary to perform "slack folds" inside door jambs and behind lighting fixtures, this practice shall be performed as little as possible, however some wrinkling in the vinyl may exist in these areas.

Lettering

FastLane shall produce and install the following lettering and markings on your vehicle:

Vehicle Build Specification**City of Spring Hill Fire Department Chevrolet Silverado****2500HD**

FastLane Emergency Vehicles | 37241 E Richardson Lane | Purcellville, VA 20132 | (877) 327-8526

Lettering	Location	Size [in]	Quantity	Material	Outline / Shadow	Special Instructions
SPRING HILL FIRE DEPT.	Doors, Cab	4	2	Graphics Material, Reflective Vinyl, Custom Printed Color	Printed Outline	
XXX	Fenders (Both) - Front	3	2	Graphics Material, Reflective Vinyl, Custom Printed Color	Printed Outline	Unit designator
TBD.						
SPRING HILL TENNESSEE	*SEE NOTES THIS ITEM	6	2	Graphics Material, Reflective Vinyl, Custom Printed Color	Printed Outline	Cap side door.

Striping

FastLane shall produce and install the following striping and markings on your vehicle:

Size [in]	Material	Add to Rear?	Special Instructions
6	Graphics Material, Reflective Vinyl, Premium	No	5" main stripe, dual 1/2" pins.
0.25	Graphics Material, Reflective Vinyl, Premium	No	Paint-break pin.

Additional Emblems & Decals

FastLane shall produce and/or install the following decals/emblems on your vehicle:

Emblem	Size [in]	Quantity	Special Instructions
Custom Printed Decal/Seal, 8-12" (customer supplies artwork)	12	3	

Chevron

FastLane shall produce and install the following chevron marking on your vehicle:

Chevron Std Red/Lime NFPA, Perimeter Rear Hatch, Truck Cap or Body**ELECTRICAL ANALYSIS & UPGRADES****Analysis**

The system has analyzed the added electrical loads based on the specifications herein, below are the results:

Vehicle Build Specification

City of Spring Hill Fire Department Chevrolet Silverado

2500HD

FastLane Emergency Vehicles | 37241 E Richardson Lane | Purcellville, VA 20132 | (877) 327-8526

Vehicle OEM Alternator	390
Total Amperage Added	137.7
Reserve %	65

*Note: For any reserve percentage **below 25%** FastLane **HIGHLY** recommends to either reduce the overall added loads or upgrade the electrical generating capacity of the vehicle by either adding an alternator upgrade and/or high-idle system.*

FastPlex Control System

The FastPLEX Multiplexed Electrical System is an advanced CAN BUS based control system specifically engineered for FastLane to provide reliability, vehicle specific function and control for this type of conversion. FastPLEX features J-1939 CAN BUS communications, scalable control modules, solid-state switching of ALL loads, integrated flasher and specialized functions, primary touch screen message display center for operator interface, audible prompts. All functions are fully programmable via laptop computer. The actual distribution of power occurs using solid-state module(s) which are standard and interchangeable with other like conversions produced by FastLane. FastPLEX features built-in load management and control and provides system status feedback to the user via a full color 4.3-inch touch screen located in view of the driver. Real time switch feedback tells the user the status of each output during automatic operation. FastPLEX features quick start for all "eMaster" switched circuits allowing soft start turn-on prolonging charging systems and extended load life. All loads are protected using solid-state circuit protection. This system shall interface with the OEM circuitry via a no-load interface. This module shall sense all OEM functions via computer signal and relay that information on the CAN BUS network for use by any module via programmable function. The front touch screen panel is unitized, modular and communicates with all modules via CAN BUS communications on two wires running a redundant loop. This control panel is a common part found in all conversions produced by FastLane, such that it could be interchanged with a panel from a similar vehicle. This touch screen panel features full color display with vehicle icon feedback of system status, CAN BUS communications and is fully programmable for easy screen reconfiguration in the future. The touch screen is fully IP67 compliant and is fully weather resistant. Every FastPLEX system includes one **front touch screen display (FP3860)** and one **primary control module (FP2820)** yielding 28 inputs and 28 solid state outputs. Additional modules provided if specified below.

Add Shoreline Inlet Power: **091-55-20-120: Super Auto Eject 20-AMP, 120V, Cover Color: Red**

Add Vehicle Battery Charger: **PD9345: 45-AMP CHARGER, WITH BUILT-IN CHARGE WIZARD**

Add Inverter for 110V Power: **PD1610: INVERTER 1000 Watt PD1600 SERIES INVERTER**

Additional Electrical Upgrade Items:

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Vehicle Build Specification**City of Spring Hill Fire Department Chevrolet Silverado****2500HD**

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Item	Quantity	Special Instructions
FP3862: FastPlex 7-Inch, Wide Format TouchScreen for Multiplex Control System	1	Front screen upgrade, 4.3" to the rear.
110VGFI: 110V GFI 20A Receptacle	2	Toolboxes.
RCL: 12V Accessory Plug Adapter Socket	2	Toolboxes.

*****END OF BUILD SPECIFICATIONS*****

6/24/2026

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37241 E Richardson Ln
Purcellville, VA 20132
(877) 327-8526
sales@flev.com
www.flev.com

FORMAL PROPOSAL

Proposal Date: June 24, 2026

Prepared for: Graig Temple
City of Spring Hill Fire Department
440 Beechcroft Rd.
Spring Hill, TN 37174

For your consideration, the listed herein is valid for a period of no more than 60 days from the above date (unless listed otherwise). FastLane is not responsible for price changes of goods or products not directly manufactured by FastLane Emergency Vehicles. Only items below shall be considered "part of this proposal". As is all information you share with us, we ask that you and/or your organization please retain this information as confidential. Please review the following information. If all items are acceptable, please forward over a Purchase Order with your preferred payment terms option, as listed above. We look forward to doing business with you. Should you require any clarification or have any questions, please do not hesitate to reach out.

Description: Conversion of FastLane-supplied Silverado 2500HD for command purposes.

DETAILS	TOTAL PROJECT COST
Conversion upfit on vehicle of type: Silverado 2500HD <i>As outlined in accompanying Build Specifications document (includes vehicle if FastLane is supplying)</i>	\$136,438
Purchasing Contract Option: HGAC	\$1,000
TOTAL CONTRACT AMOUNT	\$137,438

Vehicle/Chassis Details

FastLane Supplied? YES	Type: Silverado 2500HD
-------------------------------	-------------------------------

Reflected in the total project cost above for your review:

Vehicle MSRP \$62,420
Less Chassis Concession \$0
Vehicle Net \$62,420

Pricing Terms: Pricing here-in reflects FastLane standard terms of **Deposit & Cash on Delivery** of completed unit. Other terms and discounts apply and can be provided upon request.

Current Lead Time: 120-180 Days after receipt of order.

Respectfully Submitted: Drew Crisp

Thank you for this opportunity. I am confident that once you have had a chance to review the contents within, you will share our opinion that FastLane is the best choice for your department's needs.

Quote For: , Quote ID/Revision: Q00745.1

Page 1 of 2



37241 E Richardson Ln
Purcellville, VA 20132
(877) 327-8526
sales@flev.com
www.flev.com

FORMAL PROPOSAL

**Terms Details: If FastLane is to supply the vehicle as part of this project, we can neither guarantee the model year nor pricing of the vehicle proposed. Recent events have caused both Ford and GM to cancel and reject chassis orders all together. FastLane will confirm model year and pricing once the order is submitted to the vehicle manufacturer and remain in continuous contact with the customer with any changes or updates. If this proposal includes an in-stock chassis provided by FastLane, full payment of the chassis is due within 15 days after receipt of order to ensure accuracy of the price quoted and to secure the vehicle for upfit. Title and ownership of the vehicle will be transferred to the customer once payment has cleared and paperwork received from manufacturer. If terms include deposit/COD the deposit amount of 25% of the Total Project Cost (not to include the Vehicle Net price) is due within 15 days after receipt of order.*

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H-GAC

Houston-Galveston Area Council**P.O. Box 22777 · 3555 Timmons · Houston, Texas 77227-2777****Cooperative Agreement - Contract - Autocraft Group Inc. - Public Services - ID: 11117**

MASTER GENERAL PROVISIONS

This Master Agreement is made and entered into, by and between the Houston-Galveston Area Council hereinafter referred to as H-GAC having its principal place of business at 3555 Timmons Lane, Suite 120, Houston, Texas 77027 and Autocraft Group Inc., hereinafter referred to as the Contractor, having its principal place of business at 37241 E Richardson Lane, Purcellville, VA 20132.

WITNESSETH:

WHEREAS, H-GAC hereby engages the Contractor to perform certain services in accordance with the specifications of the Master Agreement; and

WHEREAS, the Contractor has agreed to perform such services in accordance with the specifications of the Master Agreement;

NOW, THEREFORE, H-GAC and the Contractor do hereby agree as follows:

ARTICLE 1: LEGAL AUTHORITY

The Contractor warrants and assures H-GAC that it possesses adequate legal authority to enter into this Master Agreement. The Contractor's governing body, where applicable, has authorized the signatory official(s) to enter into this Master Agreement and bind the Contractor to the terms of this Master Agreement and any subsequent amendments hereto.

ARTICLE 2: APPLICABLE LAWS

The Contractor agrees to conduct all activities under this Master Agreement in accordance with all federal laws, executive orders, policies, procedures, applicable rules, regulations, directives, standards, ordinances, and laws, in effect or promulgated during the term of this Master Agreement, including without limitation, workers' compensation laws, minimum and maximum salary and wage statutes and regulations, and licensing laws and regulations. When required, the Contractor shall furnish H-GAC with satisfactory proof of its compliance therewith.

ARTICLE 3: PUBLIC INFORMATION

Except as stated below, all materials submitted to H-GAC, including any attachments, appendices, or other information submitted as a part of a submission or Master Agreement, are considered public information, and become the property of H-GAC upon submission and may be reprinted, published, or distributed in any manner by H-GAC according to open records laws, requirements of the US Department of Labor and the State of Texas, and H-GAC policies and procedures. In the event the Contractor wishes to claim portions of the response are not subject to the Texas Public Information Act, it shall so; however, the determination of the Texas Attorney General as to whether such information must be disclosed upon a public request shall be binding on the Contractor. H-GAC will request such a determination only if Contractor bears all costs for preparation of the submission. H-GAC is not responsible for the return of creative examples of work submitted. H-GAC will not be held accountable if material from submissions is obtained without the written consent of the contractor by parties other than H-GAC, at any time during the evaluation process.

ARTICLE 4: INDEPENDENT CONTRACTOR

The execution of this Master Agreement and the rendering of services prescribed by this Master Agreement do not change the independent status of H-GAC or the Contractor. No provision of this Master Agreement or act of H-GAC in performance of the Master Agreement shall be construed as making the Contractor the agent, servant, or employee of H-GAC, the State of Texas, or the United States Government. Employees of the Contractor are

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subject to the exclusive control and supervision of the Contractor. The Contractor is solely responsible for employee related disputes and discrepancies, including employee payrolls and any claims arising therefrom.

ARTICLE 5: ANTI-COMPETITIVE BEHAVIOR

Contractor will not collude, in any manner, or engage in any practice which may restrict or eliminate competition or otherwise restrain trade.

ARTICLE 6: SUSPENSION AND DEBARMENT

Debarment and Suspension (Executive Orders 12549 and 12689) – A contract award (2 CFR 180.220) must not be made to parties listed on the government-wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR Part 1966 Comp. p. 189) and 12689 (3 CFR Part 1989 Comp. p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

Pursuant to the Federal Rule above, Respondent certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency or by the State of Texas and at all times during the term of the Contract neither it nor its principals will be debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency or by the State of Texas Respondent shall immediately provide the written notice to H-GAC if at any time the Respondent learns that this certification was erroneous when submitted or has become erroneous by reason of changed circumstances. H-GAC may rely upon a certification of the Respondent that the Respondent is not debarred, suspended, ineligible, or voluntarily excluded from the covered contract, unless the H-GAC knows the certification is erroneous.

ARTICLE 7: GOAL FOR CONTRACTING WITH SMALL AND MINORITY BUSINESSES, WOMEN’S BUSINESS ENTERPRISES, AND LABOR SURPLUS AREA FIRMS (if subcontracts are to be let)

H-GAC’s goal is to assure that small and minority businesses, women’s business enterprises, and labor surplus area firms are used when possible in providing services under a contract. In accordance with federal procurements requirements of 2 CFR §200.321, if subcontracts are to be let, the prime contractor must take the affirmative steps listed below:

1. Placing qualified small and minority businesses and women’s business enterprises on solicitation lists;
2. Assuring that small and minority businesses and women’s business enterprises are solicited whenever they are potential sources;
3. Dividing total requirements, when economically feasible, into smaller task or quantities to permit maximum participation by small and minority businesses, and women’s business enterprises;
4. Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women’s business enterprises;
5. Using the services and assistance as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce.
- 6.

Nothing in this provision will be construed to require the utilization of any firm that is either unqualified or unavailable. The Small Business Administration (SBA) is the primary reference and database for information on requirements related to Federal Subcontracting <https://www.sba.gov/federal-contracting/contracting-guide/prime-subcontracting>

NOTE: The term DBE as used in this solicitation is understood to encompass all programs/business enterprises such as: Small Disadvantaged Business (SDB), Historically Underutilized Business (HUB), Minority Owned Business Enterprise (MBE), Women Owned Business Enterprise (WBE) and Disabled Veteran Business Enterprise (DVBE) or other designation as issued by a certifying agency.

Contractor agrees to work with and assist HGACBuy customer in meeting any DBE targets and goals, as may be required by any rules, processes, or programs they might have in place. Assistance may include compliance with reporting requirements, provision of documentation, consideration of Certified/Listed subcontractors, provision of documented evidence that an active participatory role for a DBE entity was

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considered in a procurement transaction, etc.

ARTICLE 8: SCOPE OF SERVICES

The services to be performed by the Contractor are outlined in an Attachment to this Master Agreement.

ARTICLE 9: PERFORMANCE PERIOD

This Master Agreement shall be performed during the period which begins Oct 01 2023 and ends Sep 30 2027. All services under this Master Agreement must be rendered within this performance period, unless directly specified under a written change or extension provisioned under Article 21, which shall be fully executed by both parties to this Master Agreement.

ARTICLE 10: PAYMENT OR FUNDING

Payment provisions under this Master Agreement are outlined in the Special Provisions. H-GAC will not pay for any expenses incurred prior to the execution date of a contract, or any expenses incurred after the termination date of the contract.

ARTICLE 11: PAYMENT FOR WORK

The H-GAC Customer is responsible for making payment to the Contractor upon delivery and acceptance of the goods or completion of the services and submission of the subsequent invoice.

ARTICLE 12: PAYMENT TERMS/PRE-PAYMENT/QUANTITY DISCOUNTS

If discounts for accelerated payment, pre-payment, progress payment, or quantity discounts are offered, they must be clearly indicated in the Contractor's submission prior to contract award. The applicability or acceptance of these terms is at the discretion of the Customer.

ARTICLE 13: REPORTING REQUIREMENTS

If the Contractor fails to submit to H-GAC in a timely and satisfactory manner any report required by this Master Agreement, or otherwise fails to satisfactorily render performances hereunder, H-GAC may terminate this Master Agreement with notice as identified in Article 29 of these General Provisions. H-GAC has final determination of the adequacy of performance and reporting by Contractor. Termination of this Master Agreement for failure to perform may affect Contractor's ability to participate in future opportunities with H-GAC. The Contractor's failure to timely submit any report may also be considered cause for termination of this Master Agreement. Any additional reporting requirements shall be set forth in the Special Provisions of this Master Agreement.

ARTICLE 14: INSURANCE

Contractor shall maintain insurance coverage for work performed or services rendered under this Master Agreement as outlined and defined in the attached Special Provisions.

ARTICLE 15: SUBCONTRACTS AND ASSIGNMENTS

Except as may be set forth in the Special Provisions, the Contractor agrees not to assign, transfer, convey, sublet, or otherwise dispose of this Master Agreement or any right, title, obligation, or interest it may have therein to any third party without prior written approval of H-GAC. The Contractor acknowledges that H-GAC is not liable to any subcontractor or assignee of the Contractor. The Contractor shall ensure that the performance rendered under all subcontracts shall result in compliance with all the terms and provisions of this Master Agreement as if the performance rendered was rendered by the Contractor. Contractor shall give all required notices, and comply with all laws and regulations applicable to furnishing and performance of the work. Except where otherwise expressly required by applicable law or regulation, H-GAC shall not be responsible for monitoring Contractor's compliance, or that of Contractor's subcontractors, with any laws or regulations.

ARTICLE 16: AUDIT

Notwithstanding any other audit requirement, H-GAC reserves the right to conduct or cause to be conducted an independent audit of any transaction under this Master Agreement, such audit may be performed by the H-GAC local government audit staff, a certified public accountant firm, or other auditors designated by H-GAC and will be

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conducted in accordance with applicable professional standards and practices. The Contractor understands and agrees that the Contractor shall be liable to the H-GAC for any findings that result in monetary obligations to H-GAC.

ARTICLE 17: TAX EXEMPT STATUS

H-GAC and Customer members are either units of government or qualified non-profit agencies, and are generally exempt from Federal and State sales, excise or use taxes. Respondent must not include taxes in its Response. It is the responsibility of Contractor to determine the applicability of any taxes to an order and act accordingly. Exemption certificates will be provided upon request.

ARTICLE 18: EXAMINATION OF RECORDS

The Contractor shall maintain during the course of the work complete and accurate records of all of the Contractor's costs and documentation of items which are chargeable to H-GAC under this Master Agreement. H-GAC, through its staff or designated public accounting firm, the State of Texas, and United States Government, shall have the right at any reasonable time to inspect, copy and audit those records on or off the premises by authorized representatives of its own or any public accounting firm selected by H-GAC. The right of access to records is not limited to the required retention period, but shall last as long as the records are retained. Failure to provide access to records may be cause for termination of the Master Agreement. The records to be thus maintained and retained by the Contractor shall include (without limitation): (1) personnel and payroll records, including social security numbers and labor classifications, accounting for total time distribution of the Contractor's employees working full or part time on the work, as well as cancelled payroll checks, signed receipts for payroll payments in cash, or other evidence of disbursement of payroll payments; (2) invoices for purchases, receiving and issuing documents, and all other unit inventory records for the Contractor's stocks or capital items; and (3) paid invoices and cancelled checks for materials purchased and for subcontractors' and any other third parties' charges.

Contractor agrees that H-GAC will have the right, with reasonable notice, to inspect its records pertaining to purchase orders processed and the accuracy of the fees payable to H-GAC. The Contractor further agrees that the examination of records outlined in this article shall be included in all subcontractor or third-party Master Agreements.

ARTICLE 19: RETENTION OF RECORDS

The Contractor and its subcontractors shall maintain all records pertinent to this Master Agreement, and all other financial, statistical, property, participant records, and supporting documentation for a period of no less than seven (7) years from the later of the date of acceptance of the final payment or until all audit findings have been resolved. If any litigation, claim, negotiation, audit or other action involving the records has been started before the expiration of the retention period, the records shall be retained until completion of the action and resolution of all issues which arise from it, or until the end of the seven (7) years, whichever is later, and until any outstanding litigation, audit, or claim has been fully resolved.

ARTICLE 20: DISTRIBUTORS, VENDORS, RESELLERS

Contractor agrees and acknowledges that any such designations of distributors, vendors, resellers or the like are for the convenience of the Contractor only and the awarded Contractor will remain responsible and liable for all obligations under the Contract and the performance of any designated distributor, vendor, reseller, etc. Contractor is also responsible for receiving and processing any Customer purchase order in accordance with the Contract and forwarding of the Purchase Order to the designated distributor, vendor, reseller, etc. to complete the sale or service. H-GAC reserves the right to reject any entity acting on the Contractor's behalf or refuse to add entities after a contract is awarded.

ARTICLE 21: CHANGE ORDERS AND AMENDMENTS

- A. Any alterations, additions, or deletions to the terms of this Master Agreement, which are required by changes in federal or state law or by regulations, are automatically incorporated without written amendment hereto, and shall become effective on the date designated by such law or by regulation.

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- B. To ensure the legal and effective performance of this Master Agreement, both parties agree that any amendment that affects the performance under this Master Agreement must be mutually agreed upon and that all such amendments must be in writing. After a period of no less than 30 days subsequent to written notice, unless sooner implementation is required by law, such amendments shall have the effect of qualifying the terms of this Master Agreement and shall be binding upon the parties as if written herein.
- C. Customers have the right to issue a change order to any purchase orders issued to the Contractor for the purposes of clarification or inclusion of additional specifications, qualifications, conditions, etc. The change order must be in writing and agreed upon by Contractor and the Customer agency prior to issuance of any Change Order. A copy of the Change Order must be provided by the Contractor to, and acknowledged by, H-GAC.

ARTICLE 22: CONTRACT ITEM CHANGES

- A. If a manufacturer discontinues a contracted item, that item will automatically be considered deleted from the contract with no penalty to Contractor. However, H-GAC may at its sole discretion elect to make a contract award to the next lowest Respondent for the item, or take any other action deemed by H-GAC, at its sole discretion, to be in the best interests of its Customers.
- B. If a manufacturer makes any kind of change in a contracted item which affects the contract price, Contractor must advise H-GAC of the details. H-GAC may allow or reject the change at its sole discretion. If the change is rejected, H-GAC will remove the item from its program and there will be no penalty to Contractor. However, H-GAC may at its sole discretion elect to make a contract award to the next lowest Respondent for the item, or take any other action deemed by H-GAC, at its sole discretion, to be in the best interests of its Customers.
- C. If a manufacturer makes any change in a contracted item which does not affect the contract price, Contractor shall advise H-GAC of the details. If the 'new' item is equal to or better than the originally contracted item, the 'new' item shall be approved as a replacement. If the change is rejected H-GAC will remove the item from its program and there will be no penalty to Contractor. However, H-GAC may at its sole discretion elect to make a contract award to the next lowest Respondent for the item or may take any other action deemed by H-GAC at its sole discretion, to be in the best interests of its Customers.
- D. In the case of specifically identified catalogs or price sheets which have been contracted as base bid items or as published options, routine published changes to products and pricing will be automatically incorporated into the contract. However, Contractor must still provide written notice and an explanation of the changes to products and pricing. H-GAC will respond with written approval.

ARTICLE 23: CONTRACT PRICE ADJUSTMENTS**Price Decreases**

If Contractor's Direct Cost decreases at any time during the full term of this award, Contractor must immediately pass the decrease on to H-GAC and lower its prices by the amount of the decrease in Direct Cost. (Direct Cost means Contractor's cost from the manufacturer of any item or if Contractor is the manufacturer, the cost of raw materials required to manufacture the item, plus costs of transportation from manufacturer to Contractor and Contractor to H-GAC. Contractor must notify H-GAC of price decreases in the same way as for price increases set out below. The price decrease shall become effective upon H-GAC's receipt of Contractor's notice. If Contractor routinely offers discounted contract pricing, H-GAC may request Contractor accept amended contract pricing equivalent to the routinely discounted pricing.

Price Increase

Contractors may request a price increase for items priced as Base Bid items and Published Options. The amount of any increase will not exceed actual documented increase in Contractor's Direct Cost and will not exceed 10% of

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the previous bid price. Considerations on the percentage limit will be given if the price increase is the result of increased tariff charges or other governmental actions, or other economic factors. Manufacturer price/contract changes involving the sale of motor vehicles will be considered and may be allowed during the entire contract period subject to submission and verification of the proper documentation required for a contract change as referenced in this section.

Price Changes

Any permanent increase or decrease in offered pricing for a base contract item or published option is considered a price change. Temporary increases in pricing by whatever name (e.g., 'surcharge', 'adjustment', 'equalization charge', 'compliance charge', 'recovery charge', etc.), are also considered to be price changes. For published catalogs and price sheets as part of an H-GAC contract, requests to amend the contract to reflect any new published catalog or price sheet must be submitted whenever the manufacturer publishes a new document. The request must include the new catalog or price sheet. All Products shall, at time of sale, be equipped as required under any then current applicable local, state, and federal government requirements. If, during any contract, changes are made to any government requirements which cause a manufacturer's costs of production to increase, Contractor may increase pricing to the extent of Contractor's actual cost increase. The increase must be substantiated with support documentation acceptable to H-GAC prior to taking effect. Modifications to a Product required to comply with such requirements which become effective after the date of any sale are the responsibility of the Customer.

Requesting Price Increase/Required Documentation

Contractor must submit a written overview of changes requested and reasons for the request, stating the amount of the increase, along with an itemized list of any increased prices, showing the Contractor's current price, revised price, the actual dollar difference and the percentage of the price increase by line item. Price change requests must be supported with substantive documentation (e.g., notices from suppliers and manufacturers of pricing changes in products, components, transportation, raw materials or commodities, and/or product availability, copies of invoices from suppliers, etc.) clearly showing that Contractor's actual costs have increased per the applicable line-item bid. The Producer Price Index (PPI) may be used as partial justification, subject to approval by H-GAC, but no price increase based solely on an increase in the PPI will be allowed. This documentation should be submitted in Excel format to facilitate analysis and updating of the website. The letter and documentation must be sent to Lead Program Coordinator, james.glover@h-gac.com.

Review/Approval of Requests

If H-GAC approves the price increase, Contractor will be notified in writing; no price increase will be effective until Contractor receives this notice. If H-GAC does not approve Contractor's price increase, Contractor may terminate its performance upon sixty (60) days advance written notice to H-GAC, however Contractor must fulfill any outstanding Purchase Orders. Termination of performance is Contractor's only remedy if H-GAC does not approve the price increase. H-GAC reserves the right to accept or reject any price change request.

ARTICLE 24: DELIVERIES AND SHIPPING TERMS

The Contractor agrees to make deliveries only upon receipt of authorized Customer Purchase Order acknowledged by H-GAC. Delivery made without such Purchase Order will be at Contractor's risk and will leave H-GAC the option of canceling any contract awarded to the Contractor. The Contractor must secure and deliver any item within five (5) working days, or as agreed to on any corresponding customer Purchase Order.

Shipping must be Freight On Board Destination to the delivery location designated on the Customer purchase order. The Contractor will retain title and control of all goods until delivery is completed and the Customer has accepted the delivery. All risk of transportation and all related charges are the responsibility of the Contractor. The Customer will notify the Contractor and H-GAC promptly of any damaged goods and will assist the Contractor in arranging for inspection. The Contractor must file all claims for visible or concealed damage. Unless otherwise stated in the Master Agreement, deliveries must consist only of new and unused merchandise.

ARTICLE 25: RESTOCKING (EXCHANGES AND RETURNS)

There will be no restocking charge to the Customer for return or exchange of any item purchased under the terms of any award. If the Customer wishes to return items purchased under an awarded contract, the Contractor agrees

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to exchange, these items for other items, with no additional charge incurred. Items must be returned to Contractor within thirty (30) days from date of delivery. If there is a difference in price in the items exchanged, the Contractor must notify H-GAC and invoice Customer for increase price or provide the Customer with a credit or refund for any decrease in price per Customer's preference. On items returned, a credit or cash refund will be issued by the Contractor to Customer. This return and exchange option will extend for thirty (30) days following the expiration of the term of the Contract. All items returned by the Customer must be unused and in the same merchantable condition as when received. Items that are special ordered may be returned only upon approval of the Contractor.

ARTICLE 26: MANUALS

Each product delivered under contract to any Customer must be delivered with at least one (1) copy of a safety and operating manual and any other technical or maintenance manual. The cost of the manual(s) must be included in the price for the Product offered.

ARTICLE 27: OUT OF STOCK, PRODUCT RECALLS, AND DISCONTINUED PRODUCTS

H-GAC does NOT purchase the products sold pursuant to a Solicitation or Master Agreement. Contractor is responsible for ensuring that notices and mailings, such as Out of Stock or Discontinued Notices, Safety Alerts, Safety Recall Notices, and customer surveys, are sent directly to the Customer with a copy sent to H-GAC. Customer will have the option of accepting any equivalent product or canceling the item from Customer's Purchase Order. Contractor is not authorized to make substitutions without prior approval.

ARTICLE 28: WARRANTIES, SALES, AND SERVICE

Warranties must be the manufacturer's standard and inclusive of any other warranty requirements stated in the Master Agreement; any warranties offered by a dealer will be in addition to the manufacturer's standard warranty and will not be a substitute for such. Pricing for any product must be inclusive of the standard warranty.

Contractor is responsible for the execution and effectiveness of all product warranty requests and any claims, Contractor agrees to respond directly to correct warranty claims and to ensure reconciliation of warranty claims that have been assigned to a third party.

ARTICLE 29: TERMINATION PROCEDURES

The Contractor acknowledges that this Master Agreement may be terminated for Convenience or Default. H-GAC will not pay for any expenses incurred after the termination date of the contract.

A. Convenience

H-GAC may terminate this Master Agreement at any time, in whole or in part, with or without cause, whenever H-GAC determines that for any reason such termination is in the best interest of H-GAC, by providing written notice by certified mail to the Contractor. Upon receipt of notice of termination, all services hereunder of the Contractor and its employees and subcontractors shall cease to the extent specified in the notice of termination.

The Contractor may cancel or terminate this Master Agreement upon submission of thirty (30) days written notice, presented to H-GAC via certified mail. The Contractor may not give notice of cancellation after it has received notice of default from H-GAC.

B. Default

H-GAC may, by written notice of default to the Contractor, terminate the whole or any part of the Master Agreement, in any one of the following circumstances:

- (1) If the Contractor fails to perform the services herein specified within the time specified herein or any extension thereof; or
- (2) If the Contractor fails to perform any of the other provisions of this Master Agreement for any reason whatsoever, or so fails to make progress or otherwise violates the Master Agreements that completion of services herein specified within the Master Agreement term is significantly endangered, and in either of these two instances does not cure such failure within a period of ten (10) days (or such longer period of time as may be authorized by H-GAC in writing) after receiving written notice by certified mail of default from H-GAC.

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- (3) In the event of such termination, Contractor will notify H-GAC of any outstanding Purchase Orders and H-GAC will consult with the End User and notify the Contractor to what extent the End User wishes the Contractor to complete the Purchase Order. If Contractor is unable to do so, Contractor may be subject to a claim for damages from H-GAC and/or the End User.

ARTICLE 30: SEVERABILITY

H-GAC and Contractor agree that should any provision of this Master Agreement be determined to be invalid or unenforceable, such determination shall not affect any other term of this Master Agreement, which shall continue in full force and effect.

ARTICLE 31: FORCE MAJEURE

To the extent that either party to this Master Agreement shall be wholly or partially prevented from the performance of any obligation or duty placed on such party by reason of or through strikes, stoppage of labor, riot, fire, flood, acts of war, insurrection, accident, order of any court, act of God, or specific cause reasonably beyond the party's control and not attributable to its neglect or nonfeasance, in such event, the time for the performance of such obligation or duty shall be suspended until such disability to perform is removed. Determination of force majeure shall rest solely with H-GAC.

ARTICLE 32: CONFLICT OF INTEREST

No officer, member or employee of the Contractor or Contractors subcontractor, no member of the governing body of the Contractor, and no other public officials of the Contractor who exercise any functions or responsibilities in the review or Contractor approval of this Master Agreement, shall participate in any decision relating to this Master Agreement which affects his or her personal interest, or shall have any personal or pecuniary interest, direct or indirect, in this Master Agreement.

- A. **Conflict of Interest Questionnaire:** Chapter 176 of the Texas Local Government Code requires contractors contracting or seeking to contract with H-GAC to file a conflict-of-interest questionnaire (CIQ) if they have an employment or other business relationship with an H-GAC officer or an officer's close family member. The required questionnaire and instructions are located on the H-GAC website or at the Texas Ethics Commission website <https://www.ethics.state.tx.us/forms/CIQ.pdf>. H-GAC officers include its Board of Directors and Executive Director, who are listed on this website. Respondent must complete and file a CIQ with the Texas Ethics Commission if an employment or business relationship with H-GAC office or an officer's close family member as defined in the law exists.
- B. **Certificate of Interested Parties Form – Form 1295:** As required by Section 2252.908 of the Texas Government Code. H-GAC will not enter a Contract with Contractor unless (i) the Contractor submits a disclosure of interested parties form to H-GAC at the time the Contractor submits the contract H-GAC, or (ii) the Contractor is exempt from such requirement. The required form and instructions are located at the Texas Ethics Commission website https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm. Respondents who are awarded a Contract must submit their Form 1295 with the signed Contract to H-GAC.

ARTICLE 33: FEDERAL COMPLIANCE

Contractor agrees to comply with all federal statutes relating to nondiscrimination, labor standards, and environmental compliance. With regards to "Rights to Inventions Made Under a Contract or Master Agreement," If the Federal award meets the definition of "funding Master Agreement" under 37 CFR § 401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding Master Agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Master Agreements," and any implementing regulations issued by the awarding agency. Contractor agrees to be wholly compliant with the provisions of 2 CFR 200, Appendix II. Additionally, for work to be performed under the Master Agreement or subcontract thereof, including procurement of materials or leases of equipment, Contractor shall notify each potential subcontractor or supplier of the Contractor's federal compliance obligations. These may include, but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b)

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Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) the Fair Labor Standards Act of 1938 (29 USC 676 et. seq.), (d) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of handicaps and the Americans with Disabilities Act of 1990; (e) the Age Discrimination in Employment Act of 1967 (29 USC 621 et. seq.) and the Age Discrimination Act of 1974, as amended (42 U.S.C. §§ 6101-6107), which prohibits discrimination on the basis of age; (f) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (g) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to the nondiscrimination on the basis of alcohol abuse or alcoholism; (h) §§ 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (i) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (j) any other nondiscrimination provisions in any specific statute(s) applicable to any Federal funding for this Master Agreement; (k) the requirements of any other nondiscrimination statute(s) which may apply to this Master Agreement; (l) applicable provisions of the Clean Air Act (42 U.S.C. § 7401 et seq.), the Federal Water Pollution Control Act, as amended (33 U.S.C. § 1251 et seq.), Section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738, and the Environmental Protection Agency regulations at 40 CFR Part 15; (m) applicable provisions of the Davis- Bacon Act (40 U.S.C. 276a - 276a-7), the Copeland Act (40 U.S.C. 276c), and the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-332), as set forth in Department of Labor Regulations at 20 CFR 5.5a; (n) the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (P.L. 94-163).

ARTICLE 34: PROHIBITION ON CONTRACTING WITH ENTITIES USING CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE EQUIPMENT (EFFECTIVE AUG. 13, 2020 AND AS AMENDED OCTOBER 26, 2020)

Pursuant to 2 CFR 200.216, Contractor shall not offer equipment, services, or system that use covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. Covered telecommunications equipment or services means 1) telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities); 2) for the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities); 3) telecommunications or video surveillance services provided by such entities or using such equipment; or 4) telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country. Respondent must comply with requirements for certifications. The provision at 48 C.F.R Section 52.204-26 requires that offerors review SAM prior to completing their required representations. This rule applies to all acquisitions, including acquisitions at or below the simplified acquisition threshold and to acquisitions of commercial items, including commercially available off the-shelf items.

ARTICLE 35: DOMESTIC PREFERENCE

In accordance with 2 CFR 200.322, as appropriate and to the extent consistent with law, when using federal grant award funds H-GAC should, to the greatest extent practicable, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). H-GAC must include this requirement in all subawards including all contracts and purchase orders for work or products under the federal grant award. If Contractor intends to qualify for Purchase Orders using federal grant money, then it shall work with H-GAC to provide all required certifications and other documentation needed to show compliance.

ARTICLE 36: CRIMINAL PROVISIONS AND SANCTIONS

The Contractor agrees to perform the Master Agreement in conformance with safeguards against fraud and abuse as set forth by the H-GAC, the State of Texas, and the acts and regulations of any related state or federal agency. The Contractor agrees to promptly notify H-GAC of any actual or suspected fraud, abuse, or other criminal activity

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through the filing of a written report within twenty-four (24) hours of knowledge thereof. Contractor shall notify H-GAC of any accident or incident requiring medical attention arising from its activities under this Master Agreement within twenty-four (24) hours of such occurrence. Theft or willful damage to property on loan to the Contractor from H-GAC, if any, shall be reported to local law enforcement agencies and H-GAC within two (2) hours of discovery of any such act.

The Contractor further agrees to cooperate fully with H-GAC, local law enforcement agencies, the State of Texas, the Federal Bureau of Investigation, and any other duly authorized investigative unit, in carrying out a full investigation of all such incidents.

The Contractor shall notify H-GAC of the threat of lawsuit or of any actual suit filed against the Contractor pertaining to this Master Agreement or which would adversely affect the Contractor's ability to perform services under this Master Agreement.

ARTICLE 37: INDEMNIFICATION AND RECOVERY

H-GAC's liability under this Master Agreement, whether for breach of contract, warranty, negligence, strict liability, in tort or otherwise, is limited to its order processing charge. In no event will H-GAC be liable for any loss of use, loss of time, inconvenience, commercial loss, lost profits, or savings or other incidental, special or consequential damages to the full extent such use may be disclaimed by law. Contractor agrees, to the extent permitted by law, to defend and hold harmless H-GAC, its board members, officers, agents, officials, employees, and indemnities from any and all claims, costs, expenses (including reasonable attorney fees), actions, causes of action, judgments, and liens arising as a result of Contractor's negligent act or omission under this Master Agreement. Contractor shall notify H-GAC of the threat of lawsuit or of any actual suit filed against Contractor relating to this Master Agreement.

ARTICLE 38: LIMITATION OF CONTRACTOR'S LIABILITY

Except as specified in any separate writing between the Contractor and an END USER, Contractor's total liability under this Master Agreement, whether for breach of contract, warranty, negligence, strict liability, in tort or otherwise, but excluding its obligation to indemnify H-GAC, is limited to the price of the particular products/services sold hereunder, and Contractor agrees either to refund the purchase price or to repair or replace product(s) that are not as warranted. In no event will Contractor be liable for any loss of use, loss of time, inconvenience, commercial loss, loss of profits or savings or other incidental, special or consequential damages to the full extent such use may be disclaimed by law. Contractor understands and agrees that it shall be liable to repay and shall repay upon demand to END USER any amounts determined by H-GAC, its independent auditors, or any agency of State or Federal government to have been paid in violation of the terms of this Master Agreement.

ARTICLE 39: TITLES NOT RESTRICTIVE

The titles assigned to the various Articles of this Master Agreement are for convenience only. Titles shall not be considered restrictive of the subject matter of any Article, or part of this Master Agreement.

ARTICLE 40: JOINT WORK PRODUCT

This Master Agreement is the joint work product of H-GAC and the Contractor. This Master Agreement has been negotiated by H-GAC and the Contractor and their respective counsel and shall be fairly interpreted in accordance with its terms and, in the event of any ambiguities, no inferences shall be drawn against any party.

ARTICLE 41: PROCUREMENT OF RECOVERED MATERIAL

H-GAC and the Respondent must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include: (1) procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; (2) procuring solid waste management services in a manner that maximizes energy and resource recovery; and (3) establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines. Pursuant to the Federal Rule above, as required by the Resource Conservation and Recovery Act of 1976 (42 U.S.C. § 6962(c)(3)(A)(i)), Respondent

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certifies that the percentage of recovered materials content for EPA-designated items to be delivered or used in the performance of the Contract will be at least the amount required by the applicable contract specifications or other contractual requirements.

ARTICLE 42: COPELAND “ANTI-KICKBACK” ACT

Contractor shall comply with 18 U.S.C. § 874, 40 U.S.C. § 3145, and the requirements of 29 C.F.R. pt. 3 as may be applicable, which are incorporated by reference into the contract. The contractor or subcontractor shall insert in any subcontracts the clause above and such other clauses as appropriate agency instructions require, and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for the compliance by any subcontractor or lower tier subcontractor with all of these contract clauses. A breach of the contract clauses above may be grounds for termination of the Contract, and for debarment as a contractor and subcontractor as provided in 29 C.F.R. § 5.12.

ARTICLE 43: DISCRIMINATION

Respondent and any potential subcontractors shall comply with all Federal statutes relating to nondiscrimination. These include, but are not limited to:

- a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352), which prohibits discrimination on the basis of race, color, or national origin;
- b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex;
- c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps;
- d) The Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101- 6107), which prohibits discrimination on the basis of age;
- e) The Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse;
- f) The Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism;
- g) Sections 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records;
- h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental, or financing of housing;
- i) Any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and
- j) The requirements of any other nondiscrimination statute(s) that may apply to the application.

ARTICLE 44: DRUG FREE WORKPLACE

Contractor must provide a drug-free workplace in accordance with the Drug-Free Workplace Act, as applicable. For the purposes of this Section, “drug-free” means a worksite at which employees are prohibited from engaging in the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance. H-GAC may request a copy of this policy.

ARTICLE 45: APPLICABILITY TO SUBCONTRACTORS

Respondent agrees that all contracts it awards pursuant to the contract awarded as a result of this Master Agreement will be bound by the foregoing terms and conditions.

ARTICLE 46: WARRANTY AND COPYRIGHT

Submissions must include all warranty information, including items covered, items excluded, duration, and renewability. Submissions must include proof of licensing if using third party code for programming.

ARTICLE 47: DATA HANDLING AND SECURITY

It will always be the responsibility of the selected Contractor to manage data transfer and to secure all data appropriately during the project to prevent unauthorized access to all data, products, and deliverables.

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ARTICLE 48: DISPUTES

All disputes concerning questions of fact or of law arising under this Master Agreement, which are not addressed within the Whole Master Agreement as defined pursuant to Article 4 hereof, shall be decided by the Executive Director of H-GAC or his designee, who shall reduce his decision to writing and provide notice thereof to the Contractor. The decision of the Executive Director or his designee shall be final and conclusive unless, within thirty (30) days from the date of receipt of such notice, the Contractor requests a rehearing from the Executive Director of H-GAC. In connection with any rehearing under this Article, the Contractor shall be afforded an opportunity to be heard and offer evidence in support of its position. The decision of the Executive Director after any such rehearing shall be final and conclusive. The Contractor may, if it elects to do so, appeal the final and conclusive decision of the Executive Director to a court of competent jurisdiction. Pending final decision of a dispute hereunder, the Contractor shall proceed diligently with the performance of the Master Agreement and in accordance with H-GAC's final decision.

ARTICLE 49: CHOICE OF LAW: VENUE

This Master Agreement shall be governed by the laws of the State of Texas. Venue and jurisdiction of any suit or cause of action arising under or in connection with the Master Agreement shall lie exclusively in Harris County, Texas. Disputes between END USER and Contractor are to be resolved in accordance with the law and venue rules of the state of purchase. Contractor shall immediately notify H-GAC of such disputes.

ARTICLE 50: ORDER OF PRIORITY

In the case of any conflict between or within this Master Agreement, the following order of priority shall be utilized: 1) General Provisions, 2) Special Provisions, 3) Scope of Work, and 4) Other Attachments.

ARTICLE 51: WHOLE MASTER AGREEMENT

Please note, this is an H-GAC Master Agreement template and is used for all products and services offered in H-GAC Cooperative Purchasing. Any redlines to this Master Agreement may not be reviewed. If this Master Agreement has not been signed by the Contractor within 30 calendar days, this Master Agreement will be automatically voided. The Master General Provisions, Master Special Provisions, and Attachments, as provided herein, constitute the complete Master Agreement between the parties hereto, and supersede any and all oral and written Master Agreements between the parties relating to matters herein. Except as otherwise provided herein, this Master Agreement cannot be modified without written consent of the parties.

ARTICLE 52: UNIVERSAL IDENTIFIER AND SYSTEM FOR AWARD MANAGEMENT (SAM)

In accordance with 2 CFR Title 2, Subtitle A, Chapter I, Part 25 as it applies to a Federal awarding agency's grants, cooperative agreements, loans, and other types of Federal financial assistance as defined in 2 CFR 25.406. Contractor understands and as it relates to 2 CFR 25.205(a), a Federal awarding agency may not make a Federal award or financial modification to an existing Federal award to an applicant or recipient until the entity has complied with the requirements described in 2 CFR 25.200 to provide a valid unique entity identifier and maintain an active SAM registration (www.SAM.gov) with current information (other than any requirement that is not applicable because the entity is exempted under § 25.110). 2 CFR 25.200(b) requires that registration in the SAM **prior to submitting an application or plan**; and maintain an active SAM registration with current information, including information on a recipient's immediate and highest level owner and subsidiaries, as well as on all predecessors that have been awarded a Federal contract or grant within the last three years, if applicable, at all times during which it has an active Federal award or an application or plan under consideration by a Federal awarding agency; and provide its unique entity identifier in each application or plan it submits to the Federal awarding agency. To remain registered in the SAM database after the initial registration, the applicant is required to review and update its information in the SAM database on an annual basis from the date of initial registration or subsequent updates to ensure it is current, accurate and complete. At the time a Federal awarding agency is ready to make a Federal award, if the intended recipient has not complied with an applicable requirement to provide a unique entity identifier or maintain an active SAM registration with current information, the Federal awarding agency: (1) May determine that the applicant is not qualified to receive a Federal award; and (2) May use that determination as a basis for making a Federal award to another applicant.

ARTICLE 53: PROCUREMENT OF RECOVERED MATERIALS

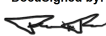
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In accordance with 2 CFR 200.323, the Houston-Galveston Area Council and the Contractor or Subrecipient must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include: (1) procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; (2) procuring solid waste management services in a manner that maximizes energy and resource recovery; and (3) establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines. Pursuant to the Federal Rule above, as required by the Resource Conservation and Recovery Act of 1976 (42 U.S.C. § 6962(c)(3)(A)(i)), the Contractor or Subrecipient certifies that the percentage of recovered materials content for EPA-designated items to be delivered or used in the performance of the Agreement will be at least the amount required by the applicable contract specifications or other contractual requirements.

SIGNATURES:

H-GAC and the Contractor have read, agreed, and executed the whole Master Agreement as of the date first written above, as accepted by:

Autocraft Group Inc.

Signature  DocuSigned by:
26987323DFE5458...

Name Robert Ritchie

Title President

Date 10/16/2023

H-GAC

Signature  DocuSigned by:
82EC270D5D61423...

Name Chuck Wemple

Title Executive Director

Date 10/23/2023

RESOLUTION 26-200

**A RESOLUTION TO APPROVE THE PURCHASE OF SUV REPLACEMENT FOR
FIRE DEPARTMENT**

WHEREAS, the City of Spring Fire Department operates a career fire department that responds to all hazards within the city; and

WHEREAS; the Fire Department has identified the need to replace (1) 2013 support vehicle SUV with a new SUV that is capable of multiple tasks including incident command, pulling fire department special operations trailers, and carrying supplies and equipment; and

WHEREAS; the department built specifications for the vehicle replacement and obtained the estimated amount which was included and approved in the FY27 Budget; and

WHEREAS, a replacement SUV is available on State of Tennessee Purchasing Contract with Wilson County Motors; and

WHEREAS, once the replacement SUV is placed fully into service, the retired vehicle will be disposed of on GovDeals.

NOW, THEREFORE BE IT RESOLVED, the City of Spring Hill Board of Mayor and Aldermen to approve the purchase of a 2026 Chevrolet Tahoe SUV from Wilson County Motors under State of Tennessee Vehicle Contract SWC209 for a price of \$54,320.20 and to dispose of the department's 2013 Dodge Durango.

Passed and Adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee on the 6th day of July 2026.

Matt Fitterer, Mayor

ATTEST:

April Goad, City Recorder

LEGAL FORM APPROVED:

Patrick Carter, City Attorney



STAFF MEMORANDUM

TO: Board of Mayor and Aldermen
FROM: Graig Temple, Fire Chief
DATE: July 6, 2026
SUBJECT: Resolution 26-200– Authorize purchase of replacement SUV for Fire Department

RECOMMENDATION:

Staff recommend BOMA approve the purchase of a new SUV for Fire Department and authorize disposal of 2013 Dodge Durango.

BACKGROUND:

The City of Spring Hill Fire Department operates a vehicle replacement schedule. The current 2013 SUV support vehicle, a Dodge Durango, has recurrent transmission issues and is determined by Fleet to be end of service life once a replacement is obtained. The replacement was included and approved in the FY27 Budget.

FINANCIAL IMPACT:

The State of Tennessee vehicle contract SWC209 lists the purchase price of \$54,320.20.

SUPPORTING DOCUMENTS:

- **Vehicle Specifications and Pricing**



City of Spring Hill | Department
199 Town Center Parkway
Spring Hill, Tennessee 37174
email@springhilltn.org
XXX.XXX.XXXX



2024 Chevrolet Tahoe 4x4 SSV shown. Vehicle shown with upfits from an independent supplier and are not covered by the GM New Vehicle Limited Warranty. GM is not responsible for the safety and quality of independent supplier alterations.

2024
CHEVROLET TAHOE
SPECIAL SERVICE VEHICLE

**125.9 CU. FT.**
Max. Cargo Space¹

**5-YR/100K**
Powertrain Limited Warranty²

**10-WAY**
Police-Specific Power Driver Seat

AVAILABLE MODELS

Tahoe Special Service 4WD 1FL

EXTERIOR COLORS

 Black	 Dark Ash Metallic	 Dark Blue Metallic ⁴	 Empire Beige Metallic
 Midnight Blue Metallic	 Radiant Red Tintcoat ³	 Silver Ice Metallic ⁴	 Silver Sage Metallic
 Sterling Gray Metallic	 Summit White	 Victory Red ⁴	 Wheatland Yellow ⁴
 Woodland Green ⁴			

NOTE: Exterior colors vary by trim level. Multiple SEO colors also available. See Order Guide for details.

1 Behind front row. Cargo and load capacity limited by weight and distribution. 2 Whichever comes first. A "Qualified Fleet User" is defined as, subject to below limitations, any company: (a) which has purchased or leased five (5) or more new cars and/or trucks (any combination of vehicle manufacturers) principally for business use in its operation within the last 12 months; (b) that currently owns or leases five (5) or more medium duty trucks used in its company service; or (c) that currently owns or leases fifteen (15) or more cars and trucks used in its company service. 3 Premium paint; additional cost. 4 SEO solid paint color. 5 Services subject to user terms and limitations. Certain services require working electrical system, cell reception and GPS signal. OnStar links to emergency services. See OnStar.com/BusinessSolutions for details. Availability subject to change. 6 Safety or driver assistance features are no substitute for the driver's responsibility to operate the vehicle in a safe manner. Read the vehicle's Owner's Manual for important feature limitations and information. 7 These maximum payload ratings are intended for comparison purposes only. Before you buy a vehicle or use it to haul people or cargo, carefully review the Vehicle Loading section of the Owner's Manual and check the carrying capacity of your specific vehicle on the label on the inside of the driver's door jamb. 8 Maximum trailering ratings are intended for comparison purposes only. Before you buy a vehicle or use it for trailering, carefully review the Trailering section of the Owner's Manual. The trailering capacity of your specific vehicle may vary. The weight of passengers, cargo and options or accessories may reduce the amount you can trailer. 9 Service varies with conditions and location. Requires active service plan and paid AT&T data plan. See OnStar.com/BusinessSolutions for details and limitations. Availability subject to change. Vehicle must be on or in the accessory position for Wi-Fi[®] to function. 10 Go to mychevrolet.com/learn to find out which Bluetooth phones are compatible with the vehicle. 11 Vehicle user interface is a product of Apple[®] and its terms and privacy statements apply. Requires compatible iPhone[®] and data plan rates apply. Apple CarPlay[®], Siri[®], iPhone[®] and Apple Music[®] are trademarks of Apple, Inc., registered in the U.S. and other countries. 12 Vehicle user interface is a product of Google, and its terms and privacy statements apply. Requires the Android Auto app on Google Play and a compatible Android[™] smartphone. Data plan rates apply. You can check which smartphones are compatible at g.co/androidauto/requirements. Android Auto is a trademark of Google LLC. 13 To avoid the risk of injury, never use recovery hooks to tow a vehicle. For more information, see the Recovery Hooks section of your Owner's Manual.

KEY STANDARD FEATURES

Features based on Tahoe Commercial model with 1FL equipment group and 5W4 Package.

SAFETY + SECURITY

- Embedded OnStar[®] hardware, includes 3-month trial of Safety & Security⁵ and 3 years of Remote Access⁵
- Front and Rear Park Assist⁶
- HD Rear Vision Camera⁶ (8-inch diagonal display)

PERFORMANCE

- 5.3L V8 engine (355 hp/383 lb.-ft. of torque)
- 10-speed automatic transmission with dash-mounted gear selector
- 900 cold-cranking amps primary battery
- 760 cold-cranking amps auxiliary battery with 70-amp hour rating
- 1,745-lbs. max. payload⁷
- 7,700-lbs. max. trailering capacity⁸
- High-output 250-amp alternator and 100-amp rear power supply
- Hill Start Assist
- Independent rear suspension
- Single-speed transfer case with Terrain Mode
- Skid plate, front
- StabiliTrak[®] Electronic Stability Control System with Traction Control
- Tow/Haul Mode

PRODUCTIVITY + DRIVE EXPERIENCE

- Wi-Fi[®] Hotspot⁹ capable
- 10-way police-specific power driver seat
- 18-inch Bright Silver-painted aluminum wheels with 265/65R18SL all-season, blackwall tires
- 40/20/40 three-passenger split-folding front bench seat with center fold-down armrest
- 60/40 split-folding rear bench seat, manual
- Black rubberized-vinyl floor covering
- Bluetooth[®] wireless technology¹⁰ for select phones
- Class IV trailering receiver with 7-wire harness connector

- Flashing headlamp/taillamp calibration
- Keyless Open and Start with Remote Keyless Entry
- Protected Idle
- Steering wheel switches for emergency equipment
- Surveillance mode interior and exterior lighting calibration
- Wireless Apple CarPlay^{®11} and Android Auto¹² capable

KEY AVAILABLE FEATURES

Optional features and packages vary by trim level. See Order Guide for details.

- 2-speed Autotrac[®] transfer case
- 20-inch all-terrain tires with aluminum wheels
- Automatic Emergency Braking⁶
- Auxiliary LED dome lamp with red and white settings, headliner-mounted
- Common fleet keys and fob programming
- Following Distance Indicator⁶
- Forward Collision Alert⁶
- Front center seat delete
- Front Park Assist⁶ delete (recommended for push bumper applications)
- Front Pedestrian Braking⁶
- Inside rear doors and windows inoperative
- Lane Keep Assist with Lane Departure Warning⁶
- LED liftgate warning lamps, red and blue
- LED spot lamps
- Max Trailering Package (8,200 lbs. max. trailering capacity)⁸
- Non-tinted rear door and cargo glass
- Rear Camera Mirror with washer⁶
- Recovery hooks¹³
- Remote Start
- Second-row seat delete (ships as incomplete vehicle)
- Whelen ION[™] light heads (4) mounted in front grille and integrated Outer Edge[®] Rear Pillar with ION[™] light heads (6), available in multiple red/blue/white color options
- Wiring for grille lamps, siren speakers and horn/siren circuit

Remote Attachment:

[Link: 2026 Chevy 4wd \(https://play ... 65d1640d57cbec804b19dbf2c3acd.pdf\) \(LINK\)](https://play...65d1640d57cbec804b19dbf2c3acd.pdf)

RESOLUTION 26-201

**A RESOLUTION AUTHORIZING THE MAYOR TO SIGN THE REVISION OF THE
ARP NON-COLLABORATIVE STATE WATER INFRASTRUCTURE GRANT (SWIG)
RELATED TO THE CENTRIFUGE DEWATERING SYSTEM PROJECT**

WHEREAS, the City of Spring Hill previously was awarded federal ARP funds from Tennessee Department of Environment and Conservation (TDEC) for the Centrifuge Dewatering System Project; and

WHEREAS, the project originally provided funding for engineering design services, bidding services, construction, and procurement of centrifuge dewatering equipment; and

WHEREAS, the City previously authorized the revision of the project through Resolution 26-160 by reducing the budget and scope; and

WHEREAS, TDEC agrees with the City to reduce the project scope and budget to align with grant contract deadline; and

WHEREAS, due to the inability to utilize the grant funds for the originally awarded project purposes by the grant deadline, a total grant amount of Seven Hundred Fifteen Thousand Seven Hundred Sixty Dollars and Sixty-Three Cents (\$715,760.63) will be returned; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee, that the Mayor is hereby authorized to sign and complete all necessary documentation associated with the revised Centrifuge Project scope and budget.

Passed and adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee, this 6th day of July, 2026.

Matt Fitterer, Mayor

ATTEST:

April Goad, City Recorder

LEGAL FORM APPROVED:

Patrick Carter, City Attorney

SPRING HILL T E N N E S S E E

STAFF MEMORANDUM

TO: Board of Mayor and Aldermen
FROM: Rebecca Holden, Finance Director
DATE: 7/6/2026
SUBJECT: Resolution 26–201, To authorize the Mayor to sign the Centrifuge Dewatering System Project grant budget and project scope contract amendment from TDEC

PURPOSE:

The purpose of this resolution is to authorize the Mayor to sign a revised grant budget and project scope contract amendment, reduce the scope of the Centrifuge Dewatering System Project to the design phase only, and return unused grant funds to the Tennessee Department of Environment and Conservation (TDEC).

BACKGROUND:

The City of Spring Hill previously was awarded federal American Rescue Plan (ARP) funding through the Tennessee Department of Environment and Conservation (TDEC) for the Centrifuge Dewatering System Project associated with improvements at the City's Wastewater Treatment Plant.

The original project scope included engineering design services, bidding services, construction, and installation of centrifuge dewatering equipment intended to replace the City's existing belt filter press system. Reducing the project scope and budget was previously approved through Resolution 26-160.

Following coordination and discussions with TDEC regarding eligible project activities and grant timelines, the City was directed to reduce the project scope and budget to complete the project at the design phase only. Due to the inability to complete installation and place the centrifuge equipment into operation prior to the grant deadline, the City is unable to utilize the grant funds for the originally awarded project purposes. As a result, all construction and equipment purchase components will be removed from the project scope.

**City of Spring Hill | Finance Department**

199 Town Center Parkway
Spring Hill, Tennessee 37174
rholden@springhilltn.org
(931)451-0782

FINANCIAL IMPACT:

The proposed grant budget revision reduces the Centrifuge Dewatering System Project budget from \$3,079,811.19 to \$2,057,296.00 by removing construction and equipment purchase components that cannot be completed within the TDEC grant performance period.

The revised project budget maintains funding for engineering design and bidding services only. As part of the revision, approximately \$715,760.63 in grant funds and \$306,754.56 in local match funding associated with the project scope will be removed from the grant agreement and returned to TDEC.

Any future construction, equipment purchase, installation, or implementation costs associated with the centrifuge dewatering system will require alternative funding sources and may ultimately need to be funded by the City.

STAFF RECOMMENDATION:

Staff recommends approval of the resolution authorizing the Mayor to sign the revised grant budget and project scope revision contract amendment, agreeing to reducing the Centrifuge Dewatering System Project scope to the design phase only, and return the associated unused grant funds to TDEC.



City of Spring Hill | Finance Department
199 Town Center Parkway
Spring Hill, Tennessee 37174
rholden@springhilltn.org
(931)451-0782

The following attachment is not a PDF, so a link to the native file format is being provided instead:

[32701-04873_DWR_ARP_Spring_Hill_AMD_2_Ready_for_Signature_1_.pdf \(LINK\)](#)

RESOLUTION 26-202

**TO AMEND RESOLUTION 26-95 TO APPROVE A FUNDING REQUEST FOR
LAND ACQUISITION PURCHASE FOR THE KEDRON ROAD/OLD KEDRON
ROAD INTERSECTION IMPROVEMENT PROJECT**

WHEREAS, the City of Spring Hill Board of Mayor and Aldermen have included the Kedron Road/Old Kedron Road intersection improvement project in the 10-year Capital Improvement Project Plan; and

WHEREAS, in order to complete the project, Resolution 26-95 was approved for the City acquire land from a private owner in the amount of \$175,000.00; and

WHEREAS, the amount approved by Resolution 26-95 did not include closing costs for the transaction in the amount of \$2,610.75; and

WHEREAS, staff recommends amending the approved total to \$177,610.75 to include the cost of the acquisition and the closing costs due.

NOW THEREFORE, BE IT RESOLVED, that the City of Spring Hill, Board of Mayor and Aldermen approves to amend Resolution 26-95 to include the closings costs associated with a land acquisition purchase for the Kedron Road/Old Kedron Road intersection improvement project for a total amount of \$177,610.75.

Passed and adopted this 6th day of July, 2026.

Matt Fitterer, Mayor

ATTEST:

April Goad, City Recorder

LEGAL FORM APPROVED:

Patrick Carter, City Attorney



STAFF MEMORANDUM

TO: Board of Mayor and Aldermen
FROM: Missy Stahl, CIP Director
DATE: 7/6/2026
SUBJECT: Resolution 26-202– Request to amend Res. 26-95 for funding for land acquisition purchase

RECOMMENDATION:

To request approval to amend Res. 26-95 for funding to purchase land for the future project of the Kedron Road/Old Kedron Road intersection improvements to include closing costs amount

BACKGROUND:

The City of Spring Hill Board of Mayor and Aldermen have included the intersection improvements of Kedron Road/Old Kedron Road in the revised 10-year CIP plan. In order to complete the realignment, Resolution 26-95 was approved for the City to purchase a tract of land from a private owner in the amount of \$175,000. The amount approved did not include closing costs for the transaction in the amount of \$2,610.75.

Due to the Privacy Act, the individual tract owner and specific tract cannot be publicly identified prior to the transaction completion and paperwork filed with the County.

FINANCIAL IMPACT:

Funds would need to be added from Impact Fees fund into the Capital Projects fund and then expensed from the Kedron Road project (313-48012-59131) in the amount of \$2,610.75, for a total cost of \$177,610.75.

SUPPORTING DOCUMENTS:

Resolution 26-95



City of Spring Hill | Department

199 Town Center Parkway
Spring Hill, Tennessee 37174
mstahl@springhilltn.org
931-486-2252

RESOLUTION 26-95

**TO APPROVE A FUNDING REQUEST FOR LAND ACQUISITION
PURCHASE FOR THE KEDRON ROAD/OLD KEDRON ROAD
INTERSECTION IMPROVEMENT PROJECT**

WHEREAS, the City of Spring Hill Board of Mayor and Aldermen have included the Kedron Road/Old Kedron Road intersection improvement project in the 10-year Capital Improvement Project Plan; and

WHEREAS, in order to complete the project, the City seeks to acquire land from a private owner in the amount of \$175,000.00; and

WHEREAS, the City contracted with an independent appraiser to perform an appraisal to ensure fair market value was met; and

WHEREAS, the funding for the acquisition purchase will be from the Capital Projects fund (313-48012-59131) and will be added to FY 26 Budget Amendment No. 4 request.

NOW THEREFORE, BE IT RESOLVED, that the City of Spring Hill, Board of Mayor and Aldermen authorizes a funding request for a land acquisition purchase not to exceed \$175,000.00 for the Kedron Road/Old Kedron Road intersection improvement project.

Passed and adopted this 6th day of April, 2026.



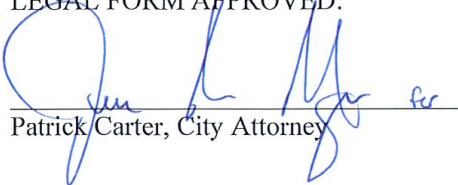
Matt Fitterer, Mayor

ATTEST:



April Goad, City Recorder

LEGAL FORM APPROVED:



Patrick Carter, City Attorney

SPRING HILL T E N N E S S E E

STAFF MEMORANDUM

TO: Board of Mayor and Aldermen
FROM: Missy Stahl, CIP Director
DATE: 4/6/2026
SUBJECT: Resolution 26-95 – Request for funding for land acquisition purchase

RECOMMENDATION:

To request approval of funding to purchase land for the future project of the Kedron Road/Old Kedron Road intersection improvements

BACKGROUND:

The City of Spring Hill Board of Mayor and Aldermen have included the intersection improvements of Kedron Road/Old Kedron Road in the revised 10-year CIP plan. In order to complete the realignment, the City will need to purchase a tract of land from a private owner. An appraisal was performed and the owner has agreed to a negotiated price.

Due to the Privacy Act, the individual tract owner and specific tract cannot be publicly identified prior to the transaction completion and paperwork filed with the County.

FINANCIAL IMPACT:

Funds would need to be added with FY 26 Budget Amendment No. 4 from Impact Fees fund into the Capital Projects fund and then expensed from the Kedron Road project (313-48012-59131) in the amount of \$175,000.00.

SUPPORTING DOCUMENTS:

None



City of Spring Hill | Department
 199 Town Center Parkway
 Spring Hill, Tennessee 37174
 mstahl@springhilltn.org
 931-486-2252

RESOLUTION NO. 26-203

A RESOLUTION AUTHORIZING A LEASE AGREEMENT WITH PITNEY BOWES

WHEREAS, the City of Spring Hill utilizes mailing and shipping equipment and related services for City operations; and

WHEREAS, Pitney Bowes has provided a NASPO ValuePoint FMV Lease Agreement for SendPro C mailing and shipping equipment and related services; and

WHEREAS, the proposed agreement provides for a sixty-month lease term in the amount of \$206.08 per month, billed quarterly at \$618.24; and

WHEREAS, the agreement is available through NASPO ValuePoint Contract No. CTR058808 / 79240; and

WHEREAS, the Board of Mayor and Aldermen finds that entering into the agreement is in the best interest of the City.

NOW, THEREFORE, BE IT RESOLVED by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee, that the City is authorized to enter into the NASPO ValuePoint FMV Lease Agreement with Pitney Bowes for mailing and shipping equipment and related services for a term of sixty months, in the amount of \$206.08 per month, billed quarterly at \$618.24, for a total base lease amount of \$12,364.80, subject to annual appropriation and availability of funds; and the Purchasing Agent is authorized to execute the agreement and any related documents necessary to carry out the intent of this Resolution.

Passed and adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee on the 6th day of July 2026.

Matt Fitterer, Mayor

ATTEST:

April Goad, City Recorder

LEGAL FORM APPROVED:

Patrick Carter, City Attorney



STAFF MEMORANDUM

TO: Board of Mayor and Aldermen
FROM: Rebecca Holden, Finance Director
DATE: July 6, 2026
SUBJECT: RESOLUTION 26-203 | Pitney Bowes Lease Agreement

RECOMMENDATION: Staff recommends approval of Resolution 26-203, authorizing a sixty-month NASPO ValuePoint FMV Lease Agreement with Pitney Bowes for mailing and shipping equipment and related services.

BACKGROUND: The City utilizes mailing and shipping equipment and related services for City operations. Pitney Bowes has provided a NASPO ValuePoint FMV Lease Agreement for SendPro C mailing and shipping equipment and related components through NASPO ValuePoint Contract No. CTR058808 / 79240.

The agreement includes the SendPro C equipment, C Series IMI Meter, integrated scale, label printer, service package, shipping features, and related support.

The proposed lease is \$206.08 per month, billed quarterly at \$618.24, for a total base lease amount of \$12,364.80 over the sixty-month term, exclusive of any applicable taxes. The resolution authorizes the Purchasing Agent to execute the agreement and related documents, subject to annual appropriation and availability of funds.

FINANCIAL IMPACT: The agreement will be billed quarterly at \$618.24, with a total base lease amount of \$12,364.80 over the sixty-month term. Funding will be provided through the Finance Department's approved operating budget.



City of Spring Hill | Finance
199 Town Center Parkway
Spring Hill, Tennessee 37174
rholden@springhilltn.org

SUPPORTING DOCUMENTS:

- NASPO ValuePoint FMV Lease Agreement with Pitney Bowes



**NASPO ValuePoint FMV Lease Agreement (Option C)**

--	--	--	--	--	--	--	--	--	--

Agreement Number

Your Business Information**Full Legal Name of Lessee / DBA Name of Lessee**

CITY OF SPRING HILL

Tax ID # (FEIN/TIN)

410665887

Sold-To: Address

199 TOWN CENTER PKWY, SPRING HILL, TN, 37174-2460, US

Sold-To: Contact Name

Kyle Therriault

Sold-To: Contact Phone #

9314462384

Sold-To: Account #

0010837483

Bill-To: Address

199 TOWN CENTER PKWY, SPRING HILL, TN, 37174-2460, US

Bill-To: Contact Name

Kyle Therriault

Bill-To: Contact Phone #

9314462384

Bill-To: Account #

0010837483

Bill-To: Email

ktherriault@springhilltn.org

Ship-To: Address

199 TOWN CENTER PKWY, SPRING HILL, TN, 37174-2460, US

Ship-To: Contact Name

Kyle Therriault

Ship-To: Contact Phone #

9314462384

Ship-To: Account #

0010837483

PO #**Your Business Needs**

Qty	Item	Business Solution Description
1	SENDPROCALL	SendPro C Sending Technology
1	1E48	SP100 Label Printer
1	1FXA	Interface to InView Dashboard
1	7H00	C Series IMI Meter
1	APAC	Connect+ Accounting Weight Break Reports
1	APAX	Cost Acctg Accounts Level (100)
1	APKG	SendPro 360 Shipping Feature
1	APKN	Account List Import/Export
1	C5CC	Sendpro C Auto 95
1	CAAB	Cost Accounting - 100 Accounts
1	COVER-SPCA	Protective Dust Cover - SendPro C Auto
1	F9PG2	PowerGuard LE Service Package
1	ME1A	Meter Equipment - C Series
1	MP81	C Series Integrated Scale

US174885.4

2/23

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Pitney Bowes Confidential Information

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Y103776515

See Pitney Bowes Terms for additional terms and conditions

1	MP8115	C-Series 15lb/7kg Upgrade
1	PAB1	C Series Premium App Bundle
1	PTJ1	SendPro Online-PitneyShip
1	PTJA	PitneyShip Basic 1 User
1	PTJN	Single User Access
1	PTK1	Web Browser Integration
1	PTK2	SendPro C Series Shipping Integration
1	SJS2	Softguard For SendPro C500
1	STDSLA	Standard SLA-Equipment Service Agreement (for SendPro C Sending Technology)
1	ZH24	Manual Weight Entry
1	ZH30	HZ03 120 LPM Speed
1	ZHC5	SendPro C500 Base System Identifier
1	ZHD5	USPS Rates with Metered Letter
1	ZHD7	E Conf Services for Metered LTR. BDL
1	ZHWH	15lb/7kg Weighing Option for MP81

Your Payment Plan

Initial Term: 60 months	Initial Payment Amount:	
Number of Months	Monthly Amount	Billed Quarterly at*
60	\$ 206.08	\$ 618.24

*Does not include any applicable sales, use, or property taxes which will be billed separately.
If the equipment listed above is replacing your current meter, your current meter will be taken out of service once this lease commences.

- () Tax Exempt Certificate Attached
 () Tax Exempt Certificate Not Required
 (X) Purchase Power® transaction fees included
 () Purchase Power® transaction fees extra

Your Signature Below

By signing below, you agree to be bound by your State's/Entity's/Cooperative's contract, which is available at <http://www.pb.com/states> and is incorporated by reference. The terms and conditions of this contract will govern this transaction and be binding on us after we have completed our credit and documentation approval process and have signed below. If software is included in the Order, additional terms apply which are either (i) included in your State's contract which is available at <http://www.pb.com/states> or (ii) available by clicking on the hyperlink for that software located at https://www.naspovaluepoint.org/search/?term=pitney+bowes&page_ref=contractors. Those additional terms are incorporated by reference.

NASPO VALUEPOINT CTR058808; 79240

State/Entity's Contract#

Lessee Signature

Print Name

Title

Date

Email Address

Pitney Bowes Signature

Print Name

Title

Date

Sales Information

Scottie Domenico

scottie.domenico@pb.com

Account Rep Name

Email Address

PBGFS Acceptance

US174885.4

2/23

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Pitney Bowes Confidential Information

Page 3 of 3

Y103776515

See Pitney Bowes Terms for additional terms and conditions

RESOLUTION 26-204

**A RESOLUTION APPROVING THE LEGACY POINT SEWER LINE TIE-IN TO AN
EXISTING MANHOLE ACROSS FROM KEDRON ROAD AND APPROVING THE
ASSOCIATED ROAD CLOSURE AND DETOUR PLAN**

WHEREAS, the Board of Mayor and Aldermen recognize the need to connect the sewer line serving Legacy Point to the existing sewer system; and

WHEREAS, the Board and Mayor and Alderman of the City of Spring Hill approve the proposed sewer line tie-in to the existing manhole across from Kedron Road; and

WHEREAS, Legacy Point is authorized to install lane closure, detour, and traffic control devices between 4:00 a.m. and 6:00 a.m. on Monday, July 6, 2026; and

WHEREAS, all remaining lane closure, detour, and traffic control devices within the Tennessee Department of Transportation (TDOT) right-of-way shall be installed beginning at 6:00 a.m. on July 6, 2026; and

WHEREAS, construction operations may commence at 6:00 a.m. on July 6, 2026, and continue through July 12, 2026, with the contractor working continuous 12-hour shifts, day and night, throughout this period to expedite completion of the project; and

NOW, THEREFORE BE IT RESOLVED, hat the Board of Mayor and Aldermen of the City of Spring Hill hereby approves the sewer line tie-in to the existing manhole located across from Kedron Road, together with the associated road closure and detour plan, for the duration of the construction project.

Passed and Adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee on the 6th day of July, 2026.

Matt Fitterer, Mayor

ATTEST:

April Goad, City Recorder

LEGAL FORM APPROVED:

Patrick Carter, City Attorney



STAFF MEMORANDUM

TO: Board of Mayor and Aldermen
FROM: Tyler Scroggins | Public Works Director
DATE: 7/1/2026
SUBJECT: Resolution 26-204 | Approving the Legacy Point Sewer Line Tie-In, Temporary Road Closure and Detour Plan

STAFF RECOMMENDATION:

Staff recommends the approval of Resolution 26-204, Approving the Legacy Point Sewer Line Tie-In, Temporary Road Closure and Detour Plan

BACKGROUND:

The attached resolution requests approval for the Legacy Point development to connect its sewer line to the existing sanitary sewer manhole located across from Kedron Road.

To complete the work safely and efficiently, the contractor will implement a temporary road closure and detour plan in accordance with the approved traffic control plan and applicable Tennessee Department of Transportation (TDOT) requirements. Lane closure, detour, and traffic control devices may be installed between 4:00 a.m. and 6:00 a.m. on Monday, July 6, 2026, with all remaining traffic control devices within the TDOT right-of-way installed beginning at 6:00 a.m.

Construction is scheduled to begin at 6:00 a.m. on July 6, 2026, and continue through July 12, 2026. During this period, the contractor will work continuous 12-hour day and night shifts to expedite completion of the project and minimize the overall duration of the road closure.

SUPPORTING DOCUMENTS:

Road Closure Traffic Control Plan



City of Spring Hill | Public Works
8060 Station Hill Drive
Spring Hill, Tennessee 37174
tscroggins@springhilltn.org

Kedron Road - Open Cut
Traffic Control Plan

ADVANCED NOTICE

7/1/2026 5:00 PM
to
7/06/2026 6:00 AM

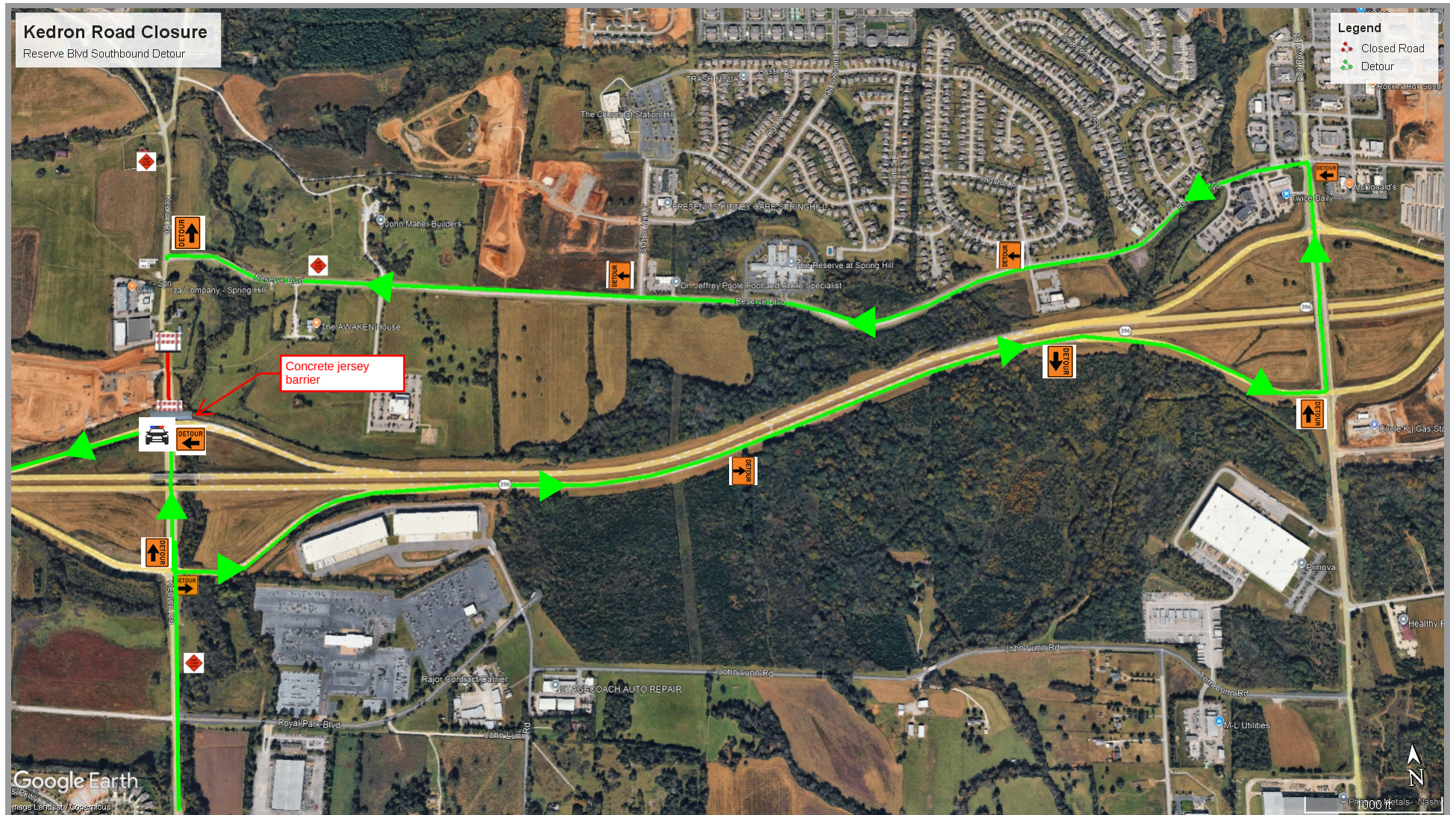


Kedron Road - Open Cut
Traffic Control Plan

COURSE OF CONSTRUCTION

7/6/2026 6:00 AM
to
7/13/2026 11:59 PM

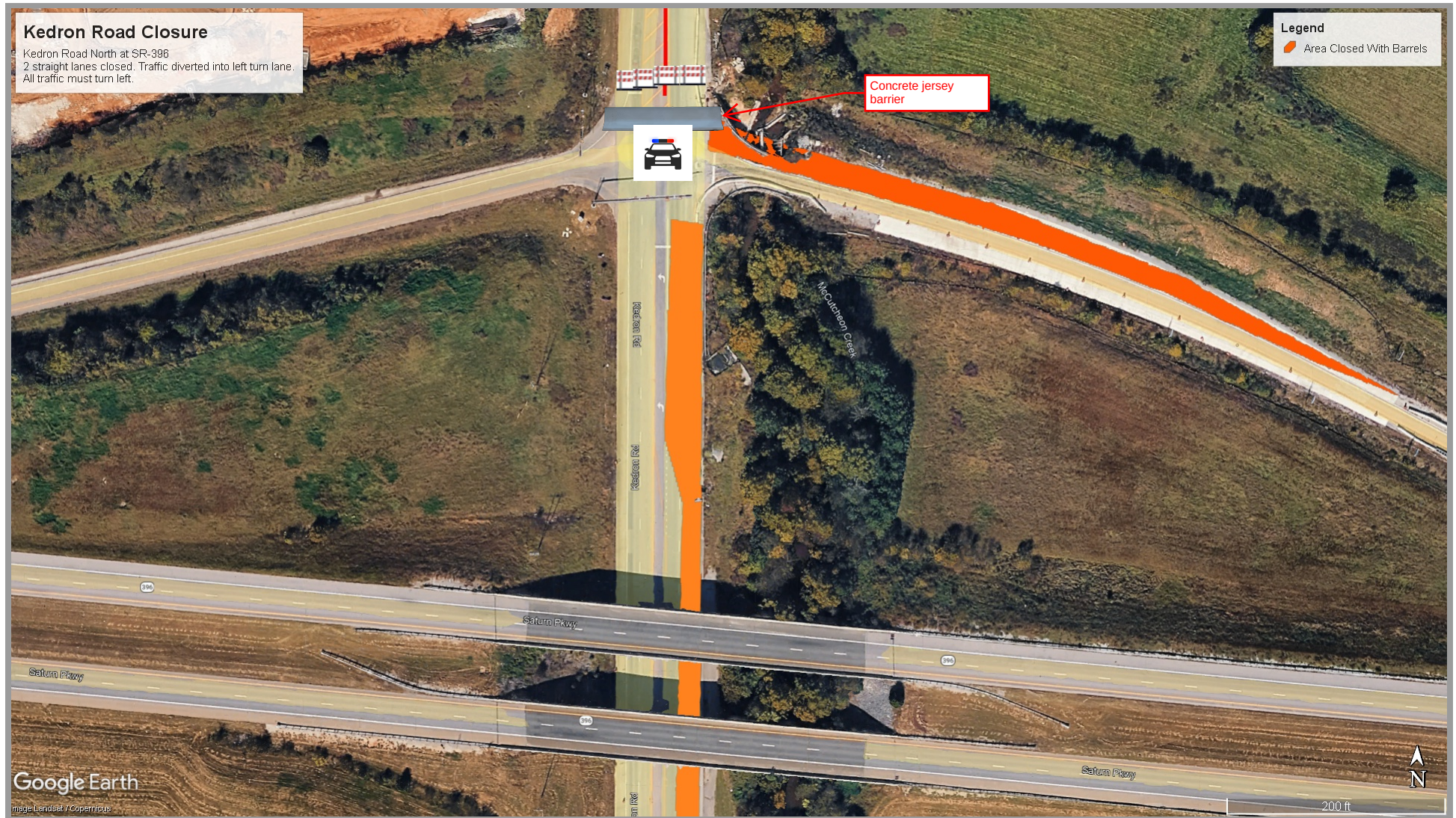
















RESOLUTION 26-205

**A RESOLUTION OF THE CITY OF SPRING HILL, TENNESSEE, ADOPTING A
CASH MANAGEMENT POLICY**

WHEREAS, the Board of Mayor and Aldermen recognizes the importance of maintaining sound financial management practices and safeguarding public funds entrusted to the City; and

WHEREAS, the Board desires to establish a formal Cash Management Policy that provides guidance for the collection, custody, deposit, disbursement, monitoring, and reporting of City funds while promoting strong internal controls and compliance with applicable state law; and

WHEREAS, the proposed Cash Management Policy establishes standards for banking relationships, collateralization of deposits, cash flow management, electronic banking security, reporting, and periodic policy review; and

WHEREAS, adoption of the Cash Management Policy supports the City's commitment to sound financial stewardship, accountability, and transparency.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF SPRING HILL:

1. The Cash Management Policy attached hereto as Exhibit A is hereby adopted as the official Cash Management Policy of the City of Spring Hill.
2. Any Cash Management Policy previously adopted by the City is hereby repealed and replaced in its entirety by the Cash Management Policy adopted through this Resolution.
3. This Resolution shall take effect immediately upon its adoption.

ADOPTED this 6th day of July, 2026.

Matt Fitterer, Mayor

ATTEST:

April Goad, City Recorder

LEGAL FORM APPROVED:

Patrick Carter, City Attorney



STAFF MEMORANDUM

TO: Board of Mayor and Alderman
FROM: Rebecca Holden – Finance Director
DATE: 06/15/2026
SUBJECT: Cash Management Policy

STAFF RECOMMENDATION:

Staff recommends approval of the proposed Cash Management Policy

BACKGROUND:

The proposed cash management policy establishes guidelines for the collection, deposit, safeguarding, disbursement, and monitoring of City funds. The policy formalizes current financial management practices, incorporates applicable state law requirements, and strengthens the City's overall internal control framework. The proposed policy separates cash management from investments, which is the next proposed policy on the schedule.

FINANCIAL IMPACT:

none

SUPPORTING DOCUMENTS:

Current Policy and Proposed Policy are attached.



City of Spring Hill | Finance Department
199 Town Center Parkway
Spring Hill, Tennessee 37174
rholden@springhilltn.org

CITY OF SPRING HILL CASH MANAGEMENT POLICY

I. PURPOSE

The City of Spring Hill recognizes that effective cash management is a fundamental component of sound financial management and stewardship of public resources. The purpose of this policy is to establish a framework for the prudent management of the City's cash resources to ensure the safeguarding of public funds, maintenance of adequate liquidity to meet operational requirements, and implementation of sound internal controls.

Cash management practices shall support the City's strategic, operational, and financial objectives while ensuring compliance with applicable federal and state laws, regulations, and professional standards.

This policy establishes guidelines for the collection, custody, deposit, disbursement, monitoring, and reporting of City funds. Investment activities shall be governed by the City's separate Investment Policy.

II. POLICY OBJECTIVES

A. Safety of Public Funds

The City shall maintain procedures and controls designed to safeguard public assets from loss, theft, fraud, misuse, or error.

B. Liquidity

The City shall maintain sufficient liquidity to meet all operating, debt service, capital, and emergency funding requirements.

C. Efficiency

The City shall manage cash resources in a manner that minimizes idle balances and promotes efficient use of public funds.

III. AUTHORITY AND RESPONSIBILITY

The City Administrator delegates responsibility for administration of the City's cash management program to the Finance Director.

The Finance Director shall develop and maintain written procedures & internal controls governing:

- Cash receipts
- Cash disbursements
- Bank account administration
- Bank Reconciliation
- Electronic payments

- Wire transfers
- Cash flow forecasting
- Banking relationships
- Internal controls

IV. BANKING RELATIONSHIPS

The City may maintain accounts with qualified financial institutions authorized to conduct business in Tennessee. Financial institutions should be evaluated based on financial strength, service capabilities, cost effectiveness, technology and security controls, responsiveness to City needs, and compliance with collateralization requirements.

V. DEPOSITS AND COLLATERALIZATION

All City deposits shall be collateralized in accordance with Tennessee law. The City prefers participation in the Tennessee Bank Collateral Pool or successor program administered by the State Treasurer. FDIC insurance coverage shall be considered when determining collateral requirements.

VI. CASH FLOW MANAGEMENT

The Finance Department shall maintain procedures to monitor cash balances and forecast cash requirements. Funds determined to be temporarily idle may be invested in accordance with the City's Investment Policy.

VII. CASH RECEIPTS

The City shall establish procedures to ensure that all funds received are properly receipted, timely deposited, adequately safeguarded, accurately recorded, and reconciled to accounting records. All funds received by the City shall be deposited intact into an authorized City depository as soon as practical, but no later than three (3) working days after receipt, in accordance with Tennessee Code Annotated § 6-56-111. Departments receiving substantial cash collections may be required by the Finance Director to make deposits more frequently.

VIII. DISBURSEMENTS

All disbursements shall be processed in accordance with applicable purchasing policies, budgetary controls, and approval requirements.

IX. ELECTRONIC BANKING AND CYBERSECURITY

The City shall implement controls over electronic banking activities designed to reduce fraud and cyber risk, including multi-factor authentication, dual approvals where practical, verification procedures, and restricted user access.

X. REPORTING

The Finance Director shall periodically report to the City Administrator and Board of Mayor and Aldermen regarding cash balances, banking relationships, collateralization status, liquidity position, and significant cash management matters.

XI. POLICY REVIEW & REVISION

This policy shall be reviewed yearly by the Finance Director and City Administrator and may be amended by the Board of Mayor and Aldermen as financial conditions, legal requirements, or best practices change.

RESOLUTION 26-206

**A RESOLUTION TO AUTHORIZE THE DISPOSAL OF SURPLUS PROPERTY
THROUGH PROPERTYROOM.COM INC.**

WHEREAS, the City of Spring Hill entered into an agreement with PropertyRoom.com, Inc. to dispose of surplus, seized, forfeited, unclaimed or otherwise eligible property in accordance with applicable law and City policy by Resolution 26-121 in May 2026; and

WHEREAS, the Spring Hill Police Department requests authorization to dispose of surplus or other eligible property, as shown in Exhibit A attached hereto, through PropertyRoom.com, Inc. in accordance with the approved agreement; and

WHEREAS, the surplus items include property previously approved for donation under Resolution 25-189 but not donated due to the intended recipient's lack of response.

NOW, THEREFORE BE IT RESOLVED, that the Spring Hill Board of Mayor and Aldermen hereby authorizes the Spring Hill Police Department to dispose of surplus or other eligible property, as shown on Exhibit A attached hereto, utilizing the City's agreement with PropertyRoom.com, Inc.

Passed and adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee on the 6th day of July 2026.

Matt Fitterer, Mayor

ATTEST:

April Goad, City Recorder

LEGAL FORM APPROVED:

Patrick Carter, City Attorney



STAFF MEMORANDUM

TO: Board of Mayor and Aldermen
FROM: Don Brite | Chief of Police
DATE: 07/06/2026
SUBJECT: Resolution | Ordinance 26-206, Authorize the disposal of surplus property through PropertyRoom.com, Inc.

RECOMMENDATION:

Staff recommends approval of Resolution 26-206, to dispose of surplus property at the Police Dept. by PropertyRoom.com, Inc. auction site.

BACKGROUND:

The Board of Mayor and Alderman approved Resolution 26-121 to authorize the department to utilize PropertyRoom.com, Inc., to dispose of surplus property on their auction site. The Department has surplus property that we need to dispose of. With Board approval, the department will proceed with the disposal of the property by following the approved agreement with PropertyRoom. This resolution will amend Resolution 25-189, which approved the donation of tools to Spring Hill High School Skills. Due to the lack of response from the school, the tools will be included in this disposal with PropertyRoom.

All surplus property is listed in Exhibit A.

FINANCIAL IMPACT:

\$ 10,000.00 to \$20,000.00 is the estimated total revenue that the surplus property will sell on PropertyRoom.com, Inc.

SUPPORTING DOCUMENTS:

Exhibit A- listing of all surplus property.
Resolution 25-189
Resolution 26-121



Spring Hill Police Department
800 Hathaway Blvd.
Spring Hill, Tennessee 37174
dbrite@springhilltn.org
931-384-0273

DEPARTMENT FIREARMS BEING SOLD

Pistols S&W M&P 9mm

JBT3281
HUL7355
HUL0209
HUL7929
HUL8594
HZP8145
HUL7905
JBT3231
HUL4206
HUL7346
HUR3394
HUL8600
HUL7913
HUL5235
Shield HVA0452

SUPPRESSORS

YHM PHANTOM YS-4098
YHM PHANTOM YS-4099
YHM WRAITH XL W45XL-1100
YHM WRAITH XL W45XL-1101
YHM WRAITH XL W45XL-1102

SUBMACHINE GUNS

TURKEY MP5 1201
H&K UMP40 162-005095
H&K UMP40 162-005096
H&K UMP40 162-005097
RUGER M14 192-00994

RIFLES

REMINGTON 700 G7119392
REMINGTON 700 BR84577B

WINDHAM AR15

WW217764
WW213726

SPRINGFIELD M1A

536343
535876
536530
536855
539201

RIPCORD AR15

W000095

W000596

C999999

W000599

S&W AR15

ST96282

ST95840

ST96277

RUGER AR15

853-94304

859-57978

853-95902

PALMETTO AR15

SCD256807

SCD256819

SCD256811

BUSHMASTER AR15

BFI526668

BFI665357

BFI527632

BFI530177

L538763

L539101

Primary Case #	Item #	Description
2019000683	9	RIDGID TABLE SAW
2019000683	13	LIGHT BAR TAKEN OUT OF VEHICLE BEFORE IT WAS RETURNED TO LEANHOLDER
2019000683	10	BOX CONTAINING MISC. ITEMS FROM VEHICLE THAT WAS RETURNED TO LEANHOLDER
2019000683	12	BAG OF TOOLS TAKEN OUT OF VEHICLE BEFORE IT WAS RETURNED TO LEANHOLDER
2019000683	11	JL AUDIO SPEAKERS IN BOX FROM VEHICLE THAT WAS TAKEN OUT OF VEHICLE BEFORE RETURNED TO LEANHOLDER
2019000683	8	DEWALT PORTABLE TABLE SAW
2020000641	2	BAG OF STOLEN MERCHANDISE(TARGET)
2020000641	6	BAG OF STOLEN MERCHANDISE(ROSS)
2020000641	3	BAG OF STOLEN MERCHANDISE(WALMART)
2020000641	9	BAG OF STOLEN MERCHANDISE(NORDSTROM)
2020000641	11	BAG OF STOLEN MERCHANDISE(VICTORIA'S SECRET)
2020000641	5	BAG OF STOLEN MERCHANDISE(MARSHALLS)
2020000641	7	BAG OF STOLEN MERCHANDISE(FOOTLOCKER)
2020000641	8	BAG OF STOLEN MERCHANDISE(JOURNEY'S)
2020000641	10	BAG OF STOLEN MERCHANDISE(HOLLISTER)
2020000641	12	BAG OF MISC. STOLEN MERCHANDISE FROM UNKNOWN STORES
2020000641	4	BAG OF STOLEN MERCHANDISE(TJ MAXX) (ITEMS INSIDE STOLEN GREEN SUITCASE)
2021000397	9	NINTENDO SWITCH GAME TRAVELER
2021000397	25	DOOR BELL VIDEO
2021000397	28	STEERING WHEEL COVER
2021000397	43	WIRELESS MOUSE
2021000397	8	GAME CONTROLLER
2021000397	10	NINTENDO SWITCH SCREEN PROTECTOR
2021000397	11	NINTENDO SWITCH HEAD PHONES
2021000397	14	BLACK AND YELLOW TOTE
2021000397	24	NINTENDO SWITCH CONTROLLER
2021000397	42	FAKE FINGERNAILS
2021000397	17	DEWALT BAG WITH DRILL BATTERY AND CHARGER
2021000397	18	SUPER MARIO CASE
2021000397	19	HARLEY-DAVIDSON iPHONE CABLE
2021000397	21	SEREN PIPRITY NAIL KIT
2021000397	29	CAMO SHIRT
2021000397	33	BROWN SHIRT
2021000397	37	DEWALT BATTERY PACK
2021000397	46	CLOTHES BASKET
2021000397	12	2 HART DRILL PACK

2021000397	13	9 MISC CLOTHING ITEMS
2021000397	20	2 BLACK SHOES
2021000397	23	2 SPORTS BRAS
2021000397	30	2 SPORTS BRAS
2021000397	34	2 CANDLES
2021000397	27	2 BOOTS
2021000397	31	2 CAMO HATS
2021000397	35	WIRE CLIPS
2021000397	36	SPIN MOP
2021000397	38	YOObi
2021000397	39	2 FINGERNAIL KITS
2021000397	41	WASHI TAPE
2021000397	47	YETI COOLER
2021000475	2	2 BLACK LIGHTS
2021000684	5	DEWALT CORDLESS DRILL SET
2021000684	7	HYPER TOUCH 100 BIT SET
2021000684	13	2 TRUCK WIPER COVERS
2021000684	14	ASTRO DIGITAL MULTIMETER
2021000684	16	MUFFLER ATTACHMENT
2021000684	17	MOTORCRAFT IGNITION COILS 16
2021000684	3	BLACK JACK WITH STANDS
2021000684	8	SILVER METAL TRAY
2021000684	1	BLACK GRAY CREEPER
2021000684	4	CRAFTSMAN SOCKET SET
2021000684	6	IRWIN VISE-GRIP SET
2021000684	10	TRUCK RAILS
2021000684	11	ONN CD PLAYER210110273BO
2021000684	12	(3) WEATHER TECH LINER
2021000684	15	SONY HD CAMERA
2021000684	18	TAIL LAMP
2021000684	9	CRAFTSMAN BRUSH SET
2021000684	2	DEWALT SOCKET SET
2021001130	18	BUCKET OF AMMO
2021001296	13	(142) ITEMIZED BAG X4
2022000661	1	BOYS BLACK BMX BIKE
2022001137	2	SANBORN AIR COMPRESSORP1790058
2022001137	1	BOLENS PUSH MOWER
2022001137	3	CHILD'S BIKE/FROZEN THEME
2022001137	4	DYSON DC50 VACUUM
2024000906	1	PINK HOVER 1 SCOOTER
2025000084	1	MAGNA BICYCLE
2021000675	5	RYOBI ELECTRIC PRESSURE WASHER
2021000675	8	XPOWER PROFESSIONAL FAN X-34AR

2021000675	10	DYSON V8 ANIMAL CORDLESS VAC
2021000675	11	4 COOPER ZION XST TIRES
2021000675	13	CENTRAL PNEUMATIC NAIL GUN 357821901
2021000675	27	LINCOLN ELECTRIC PORT A TORCH
2021000675	30	SENCO COMPRESSOR A7440J05
2021000675	31	DEWALT POWER DRILL (NO BATTERY, NOT BOXED) 962234
2021000675	39	BLACK AND DECKER MATRIX DRILL (NO BATTERY) BDCMTDD
2021000675	40	PORTER CABLE FRAMMING NAIL GUN 38305
2021000675	49	DEWALT PROPANE PORTABLE HEATER PXH70CFAV
2021000675	50	RIDGID TABLE SAW ORNAGE GW18024D1C19855
2021000675	53	DEWALT SAW STAND 201653CST
2021000675	55	RIGID NAIL GUN (IN BAG) AN17288D0151559
2021000675	66	9 EACH ITEMIZED BOX OF ELCTRONICS
2021000675	2	LG CORD O PURPLE 007KMHWOJ745
2021000675	3	PORTER CABLE 4 TOOL KIT 201749BMP
2021000675	6	LG PORTABLE WINDOW A/C DUAL INVERTED
2021000675	7	HITACHI 1 3/4" COIL NAILER NV45AB2
2021000675	9	DEWALT PROPANE HEATER W/ FAN DXH12B
2021000675	12	RYOBI CIRCULAR SAW RUSTED UNBOXED CSI7444D611936
2021000675	15	LINCOLN ELECTRIC 3200 TORCH M2050601931
2021000675	17	DEWALT MITER (BLACK AND YELLOW BLADE) 709649
2021000675	18	PLANER (BELT SANDER) ORANGE AND BLACK CS18126N635174
2021000675	20	BOSTITCH NAIL GUN SB1850BN

2021000675	37	MILWAUKEE BAND SAW (SMALLER) E25AD15021165
2021000675	51	SNAP-ON MIG WELDER 50913411
2021000675	54	DEWALT DRILL (NO BATTERY)
2021000675	60	HOOVER CARPET CLEANER FH11201
2021000675	4	DEWALT 20V BATTERY DCB205
2021000675	24	DYSON V8 ABSOLUTE PM8USKFR8584A
2021000675	29	CRAFTSMAN TOOLBOX RED (FULL)
2021000675	33	DEWALT RECIPROCATING SAW (NO BATTERY) 022823
2021000675	43	RIGID NAIL GUN CS111326839
2021000675	46	HUSKY 432PC RATCHET SET
2021000675	48	WINDING FOR COMPRESSOR HOSE
2021000675	52	HONDA EU3000 GENERATOR
2021000675	56	GUN CLEANING KIT
2021000675	1	OXX COFFEE BOX GREEN CBK250
2021000675	19	HITACHI NAIL GUN (BLUE AND BLACK) Q983749
2021000675	21	UNIWELD A/C GUAGES
2021000675	22	BEHRINGER AMP S1004356A8M
2021000675	25	DEWALT CORDLESS AIR PROPANE HEATER EC-32000-19002583
2021000675	32	2 MAKITA POWER DRILL BLACK SCRATCHED (1) 0269181
2021000675	34	CRAFTSMAN 8 TOOLKIT 1045308
2021000675	36	CRAFTSMAN GENERATOR 2300 WATTS 3002975236
2021000675	38	MILWAUKEE DEEPBAND SAW (LARGE) F83AD162701395
2021000675	35	WOODEN BAT
2021000675	41	2 GRIOTZ ORBITAL SANDER D901438011 K805219005
2021000675	44	HITACH NAIL GUN (LRG) 0D65760
2021000675	47	5 GAL BLK COMPRESSOR

2021000675	62	DEWALT SAWSALL 313344
2021000675	42	RIGID FLASHLIGHT (NO BATTERY) AS17462D044825
2021000675	45	DEWALT RADIO CHARGER (IN BOX) 035466
2021000675	14	CHARBROIL PATIO BISTRO 240 0804142
2021000675	16	DEWALT MITER (RED BLADE) 53344
2021000675	23	CRAFTSMAN BRUSHLESS BLOWER CMCBL760E1
2021000675	26	REMINGTON KEROSENE HEATER REM800FRO
2021000675	28	MR. HEATER PORTABLE HEATER
2022001350	1	LASER RL-HSA AND CASE 1A003758
2022001512	15	(14) FIFA WORLD CUP BOXES OF CARDS & EMPTY BOXES
2022001512	18	WWE TRADING CARDS/BOXES
2022001512	11	HYPER TOUGH SIPHON PUMP
2022001512	26	(2) GOLD NECKLACES (1) BAG OF GOLD EARRINGS
2022001512	29	LOUISVILLE SLUGGER BAT
2022001512	4	SMALLER BLACK CASE OF CARDS
2022001512	20	UP TOP LOADERS CARD SLEEVES
2022001512	24	(25) FIFA WORLD CUP BOOKS
2022001512	5	LARGE WHITE BOX OF CARDS
2022001512	23	ULTRA PRO RESEALABLE CARD BAGS (100) PACK
2022001512	16	PANINI ABSOLUTE BASEBALL CARDS
2022001512	21	ULTRA PRO CARD SLEEVES BOX
2022001512	2	SILVER CASE OF CARDS
2022001512	1	GREEN CASE OF CARDS
2022001512	30	BLACK LEATHER LEDGER W/ TN DL (1428974393)
2022001512	13	BLACK AND GREEN REEBOK BACKPACK
2022001512	8	NOCO JUMPBOX IN BAG
2022001512	32	SILVER TIN FILLED W/ SPORTS CARDS
2022001512	27	ULTRA PRO GRADED CARD SLEEVES
2022001512	25	MEGA BOX OF MOSAIC CARDS
2022001512	33	(12) COLLECTIBLE PRINTS
2022001512	22	CARD GUARD SLEEVES BOX
2022001512	31	(2) MINI SKATEBOARDS & CREST WHITE STRIPS
2022001512	17	PANINI PRISM 21-22 BASKETBALL CARDS
2022001512	19	PRESTIGE 2022 HIGHLIGHTS NFL CARDS
2022001512	14	OUTDOOR PRODUCT BLACK BACKPACK
2022001512	6	(2) SMALL WHITE BOXES OF CARDS
2022001512	10	BANKERS BOX OF MISC. CARDS

2022001512	3	LARGER BLACK CASE OF CARDS
2022001512	7	(3) BACKPACKS ALL BLACK
2022001512	9	(13) BCCG FRAMED CARDS
2022001512	12	AMERICAN BUILDER AUTO EMERGENCY KIT
2023000386	13	ASST. GUN CASES
2023001173	1	BLUE OUTDOOR CHAIR
2024001263	8	JBL FLIP 6
2024001263	7	(4) STOLEN ELECTRONICS
2024001295	4	PACKAGE FROM ANTHROPOLOGIE DIRECT (UNOPENED/UNKNOWN CONTENTS)
2025000480	1	IPAD
2025001933	1	SILVER BICYCLE
24000019	6	COMBINATION CASE W/ SCOPES AND MISC ITEMS
24000220	9	BAG OF WINDSOR STORE NEW CLOTHING WITH TAGS ATTACHED
24000220	8	BAG OF MISC NEW CLOTHING WITH TAGS ATTACHED
24000220	10	2 BAGS OF ALTERED STATE STORE NEW CLOTHING WITH TAGS ATTACHED
24000220	11	BLACK PURSE/TOTE (TARGET BRAND)
24000220	3	1 GOLD COACH BRACELET
24000220	4	2 PACKS OF MISC TARGET JEWELRY
24000478	1	PURPLE BACKPACK WITH FISHING SUPPLIES INSIDE UNKNOWN OWNER
Primary Case #	Item #	Description
0001061919	1	(1) ROHN REVOLVER
0211031520	1	(1) REVOLVER
16000807	1	(1) S & W PISTOL .380
17000845	1	(1) 9 MM SEMI AUTO PISTOL S & W SER/ LEA0427
17000845	2	(1) MAGAZINE FROM 9MM HANDGUN
17000845	4	(1) BLACK LEATHER HOLSTER WITH RED STICHING
17000979	2	(1) PISTOL AND MAGAZINE
2004-2244	1	(1) 38 REVOLVER TO D-2
2006009413	1	ITEM 2: 1 (ONE) MARKSMAN BB PISTOL (O5152176)
2006024164	2	ITEM 1: 1 (ONE) KECKLER & KOCH USP COMPACT .45 AUTO
2007007948	1	ITEM 1: 1 (ONE) MARLIN 22 CAL. MODEL 60 SB RIFLE SER. #94404683
2007007948	3	ITEM 3: 1 (ONE) 22 CALIBER SHELL CASING
2007007948	2	ITEM 2: 2 (TWO) 22 CALIBER ROUNDS
2007011456	6	ITEM 4: 1(ONE)REMINGTON SHOTGUN
2007011456	7	(1)DAISY BB GUN RIFLE
2007011456	8	ITEM 1 1 (ONE) MARLIN 22 CAL. RIFLE SER. #93400225
2008001813	1	ITEM 1: 1 (ONE) HERITAGE ROUGH RIDER 22 MAG. HANDGUN SER. #J76938
2008001813	2	ITEM 2: 6 (SIX) 22 CAL. ROUNDS

2008002149	10	ITEM 1: (1) DAVIS INDUSTRIES MOD.P-380 .380 AUTO SER. AP305091
2008002149	9	ITEM 2: (1) NORTH AMERICAN ARMS 5 SHOT .22 CAL REVOLVER
2008005534	5	(9) .40 CAL. BALL AMMO
2008005534	4	(1) GLOCK .40 CA. WITH (1) MAGAZINE
2008013385	6	(1) JENNINGS FIREARMS 22 PISTOL AND CLIP
2009007411	5	(1) .25 BAUER PISTOL SER. # 094434
2009008446	5	(1) GLOCK MODEL 21 .45 CAL. PISTOL
2009008530	5	(1) TAURUS .22 MAGNUM REVOLVER SER. # MG53406
2009010874	1	(1) BLACK DAVIS IND. .32 CAL PISTOL. WITH MAGAZINE
2009012894	3	(1) WALTHER PPK .380 HANDGUN WITH MAGAZINE
2009013675	1	(1) POWERLINE BB PISTOL 9D11722
2009014331	1	(1) CHARTER ARMS REVOLVER/OFF DUTY/ 38 CAL HANDGUN WITH ALTERED SERIAL NUMBER
2009016509	6	(1)JENNINGS 22 CAL SEMI AUTO PISTON WITH SHAVED OFF SERIAL NUMBER
2010002086	14	(1) CROSSMAN BB RIFLE SER/D08200922
2010002086	12	(1) SMITH AND WESSON 22 CAL HANDGUN IN CASE WITH CABLE LOCK
2010011783	1	(1) BERETTA 92 TS SER/BER189451 BLACK FINISH
2010014055	9	(1) STEVENS MOD 67 12 GA SHOTGUN
2010017904	1	(1) RUSTED STEEL PIPE RUSTED STEEL PIPE
2010017904	3	(1) GERBER MULTI TOOL GERBER MULTI TOOL
2010017904	2	(1) RUSTED STEEL BAR RUSTED STEEL
2010018908	2	(1) 22 REVOLVER
2010018908	3	(6) 22 ROUNDS
2011002712	1	(1) RAVEN ARMS .25 CAL PISTOL SER/502200
2011009728	1	(1) TAURUS 38 SPECIAL REVOLVER
2011009728	2	(1) COLT AGENT 38 SPECIAL REVOLVER
2011011432	11	(1)BROWNING 12 GA SHOTGUN
2011015542	3	(6) WOLF 9MM LUGER BULLETS
2011015542	1	(1) 9MM TAURUS PISTOL SER/TAR06723
2011015542	2	(1) MAGAZINE FOR TAURUS
2011015828	1	(1) RUGER 9MM HANDGUN
2011015828	2	(1) AMT 45 CAL HANDGUN
2012000380	4	(1) HI-POINT PISTOL 9MM LUGER P1652452
2012001543	3	(1) COBRA .380 PISTOL FS033669
2012002025	3	(1) HIGH POINT 9MM P1450077
2012002141	11	(1) NATIONAL ARMS REVOLVER
2012002141	14	(1) LEVER ACTION RIFLE
2012002141	12	(1) PUCARA REVOLVER
2012002141	13	(1) DOUBLE BARREL SHOTGUN
2012002190	8	(1) S&W 38 PISTOL

2012002302	2	(1) REMINGTON AIRMASTER 77
2012002302	3	(1) REMINGTON AIRMASTER 77
2012002302	1	(1) DAISY POWERLINE 201 PISTOL
2013000209	6	(1) ruger pellet rifle
2013000622	6	(1) GLOCK PISTOL SER/KVX2927 WITH TWO MAGS (12 ROUNDS)
2013001011	2	(1) HIPOINT .380 P88719
2013001402	7	(1) S & W shotgun FOUND LOADED BEHIND REAR SEAT
2013001402	6	(1) Rossie revolver FOUND IN MR. LEWIE'S BAG LOADED IN BLACK NYLON HOLSTER
2013001488	1	(1) Kassnar Imports 22 long rifle
2013001488	2	(1) blk rifle grip
2013001782	5	(1) Sig Sauer P226 357 mag ser/u615831
2013001782	6	(1) Sig Sauer 12 round mag
2013001810	1	(1) Ruger 22LR Revolver
2013001836	72	(4)(1) PISTOL (1) MAGAZINE (2) 45 CAL BULLETS
2014000522	1	(1) 12GA LEFEVER ARMS DOUBLE BARRELL SHOTGUN
2014000684	1	(1) Taurus TCP 380 Pistol with magazine
2014000684	3	(1) DeSantis Holster
2014000917	4	(1) Colt Officer's Model 38 ser/621037
2014001847	8	
2015000457	1	DAISY POWERLINE 415 BB CO2 GUN
2015000822	1	(1) herbert schmitt .22 revolver MOD/E15
2015000879	1	(1) COLT .38 SPECIAL REVOLVER
2015000902	1	(1) DAISY POWERLINE 880 BB GUN SER #162010840490X
2015001655	8	(1) ROSSI .38 REVOLVER SN AA175531
2015001766	8	(1) Taurus 9mm handgun
2015002098	6	(1) .380 caliber mag
2015002098	5	(1) Sig Sauer P250 pistol
2015002348	1	(1) .38 special revolver black with wood grips
2016000242	3	(1) SCCY 9MM HANDGUN SER NUM 084990
2016000571	1	Smith & Wesson SD9 VE with 2 empty magazines
2016000681	3	LORCIN .380 HANDGUN (NSR)
2016001335	11	(1) BERETTA 22 CAL PISTOL
2016001335	12	(1) FIRESTORM PISTOL
2016001617	1	(1) KEL-TEC 9 MM HANDGUN AND MAGAZINE
2017000166	1	(1) .357 TAURUS REVOLVER
2017000334	1	(1) RUGER LCP .380
2017000472	3	(2) MAGAZINES FOR 9 MM GLOCK
2017000472	2	(1) GLOCK 19 PISTOL
2017000492	2	(1) TAN PLASTIC HOLSTER
2017000492	1	(1) GLOCK PISTOL AND MAGAZINE
9909260120	1	(1) 38 CALIBER TAURUS REVOLVER
9910170204	4	(1) BOX OF 22 SHELLS / MAG IS WITH GUN

9910170204	5	(16) 30-06 AMMO
9910170204	1	(6) 30-30 SHELLS
9910170204	3	(1) DAVIS INDUSTRIES P-380 PISTOL WITH MAGAZINE
9910170204	2	(4) 22 CALIBER SHELLS
Primary Case #	Item #	Description
19000731	1	STOEGER 300 12GA SERIAL 1800880 CLEAR **CAN RELEASE TO OWNER**
19000731	2	REMINGTON 870 MAGNUM SER W299043M CLEAR **CAN RELEASE TO OWNER**
19001025	1	(1) SEIM AUTO SPRINGFIELD PISTOL
2016000687	1	(1) SAVAGE .22 RIFLE WITH MAG
2016001335	13	(1) ROSSI SINGLE SHOT
2016001630	1	(1) OLD STYLE PELLET GUN WITH WOOD STOCK
2017000606	1	(1) TAURUS PISTOL
2017000606	2	(1) .380 MAGAZINE
2017000612	1	(1) GLOCK 19 9MM AND (2) MAGAZINES
2017000939	1	(1) S&W PISTOL WITH MAGAZINE
2017001106	10	(1) PELLET GUN
2017001274	1	(1) S&W BODYGUARD PISTOL
2017001383	9	(1) DRACO RIFLE 7.62
2017001383	8	(1) TAURUS PISTOL
2017001399	6	(1) MAGAZINE
2017001399	5	(1)BERETTA SEMI AUTO PISTOL
2017005052	1	(1) OKLAHOMA 4.5 MM PELLET PISTOL
2017005067	1	(2) (1) GLOCK PISTOL (1) MAGAZINE
2018000453	1	(1) HI-POINT PISTOL WITH MAGAZINE
2018000549	1	(1) JIMENEZ ARMS 9MM PISTOL
2018000710	1	(1) Carl Walther Waffenfabrik Ulm/do Modell PPK/s Cal. 9mm Kurz/.380ACP Serial: 041934
2018000830	1	(1) HI-POINT 9MM PISTOL WITH SER # FILED OFF
2018000830	2	(1) 9MM MAGAZINE
2018001046	2	(1) RUGER REVOLVER 357 MAG
2018001203	2	(1) AIR SOFT RIFLE
2018001292	2	(1) IWD HOLSTER
2018001292	1	(2) (1) S&W .380 PISTOL (2) MAGAZINE
2018001383	8	(1) S&W 38 SPECIAL PISTOL
2018001662	1	(1) SPRINGFIELD MODEL 15 RIFLE
2018001699	7	(1) H & R REVOLVER
2018001889	1	(1) SPRINGFIELD XD 45 PISTOL
2018001889	2	(1) 45 CAL MAGAZINE
2019000293	1	(1) SIG SAUER 9 MM PISTOL & MAGAZINE
2019000343	1	(2) (1) RIA IMPORTS 12 GA SHOTGUN
2019000583	2	(1) BROWNING SEMI AUTO PISTOL
2019000811	18	(1) 357 REVOLVER WITH SERIAL FILED OFF

2019000901	2	(1) SINGLE SHOT 12 GA SHOTGUN
2019000913	1	(1) GLOCK (BLACK) 42 .380 PISTOL (NO MAGAZINE)
2019000968	1	(1) BLACK LLAMA MAX 45 CAL HANDGUN WITH MAGAZINE
2019001077	1	WINCHESTER 12 GAUGE SHOTGUN
2019001104	4	(1) TAURUS 9MM
2019001106	3	(1) TITAN TIGER REVOLVER
2019001240	1	TAURUS .38 SPECIAL REVOLVER SERIAL #MB51366 **CLEAR NCIC**
2019001286	10	(2) (1) PISTOL (1) MAGAZINE
2019001562	1	(1) PISTOL 45 CALIBER
2020000049	3	(1) PISTOL AND (1) MAG
2020000126	1	(1) S & W SEMI AUTO PISTOL
2020000153	1	STEVENS 320 12G SHOTGUN
2020000272	11	(1) REMINGTON MODEL 870 20 GA SHOTGUN
2020000309	1	(2) (1) GLOCK 21 (1) MAGAZINE
2020000342	1	(2) (1) HIGH POINT PISTOL (1) MAG
2020000475	1	TAURUS 9MM TLZ51150 CLEAR NCIC
2020000490	13	MAGAZINE **MARKED RETURN TO OWNER**
2020000490	12	American Tactical 1911 CLEAR NCIC **MARKED RETURN TO OWNER**
2020000593	2	SPRINGFIELD ARMORY HELLCAT AT272961 & MAGAZINE
2020000695	1	BLACK HI-POINT 9MM RIFLE
2020000698	3	(2) (1) RUGER FIREARM (1) RUGER MAG
2020000811	1	(2) (1) KEL-TEC PISTOL (1) EMPTY MAGAZINE
2020001118	2	(2) TAURUS PISTOL WITH MAGAZINE
2020001137	1	(1) BERETTA PISTOL
2020001158	4	(1) RGER 45 CAL PISTOL
2020001220	3	(2) (1) GLOCK PISTOL (1) MAG
2020001220	5	(2) (1) GSG522 RIFLE (1) MAG 30 ROUND CAPACITY
2020001220	4	(1) SW REVOLVER
2020001220	6	(2) (1) RUGER PISTOL (1) MAGAZINE
2020001220	2	(3) (1) GLOCK PISTOL WITH (2) MAGS
2020001248	3	(2) (1) S & W PISTOL (1) MAGAZINE
2020001313	2	(2) (1) PISTOL (1) MAG
2020001391	1	(2) (1) PISTOL (1) MAG
2020001426	3	GLOCK 9MM SEMI PISTOL
2020001513	6	12 GAUGE MOSBERG PUMP SHOTGUN
2020001557	1	(1) SIG P365 PISTOL (1) CASE (2) MAGS SER/66A839935
2020001582	2	(1) GLOCK 19 PISTOL (NO MAGAZINE) SER/BDMK336
2021000068	1	SPRINGFIELD XD 9MM *NO SERIAL NUMBER OBTAINED DUE TO CONDITION OF FIREARM*
2021000103	1	(1) COLT PEACEMAKER 22 REVOLVER
2021000283	1	(1) KEL TEC P-32 SEMI AUTO PISTOL WITH CLIP

2021000392	1	(1) SEMI AUTO PISTOL WITH MAGAZINE
2021000544	1	(1) S&W 40 CAL PISTOL WITH MAG
2021000548	4	(1) GLOCK 43 X PISTOL
2021000548	5	(1) GLOCK 19 PISTOL
2021000804	3	5.7X28 FN PISTOL
2021000870	1	COLT 38 SPL SERIAL NUMBER C14121
2021000871	1	RUGER .9MM SERIAL NUMBER 32870711
2021001130	7	SMITH & WESSON SD9VE HEY0258
2021001130	8	REMINGTON 870 EXPRESS MAG 20 G
2021001130	9	AR-15 POLY LOWER OPTIC, 2 MAGS
2021001130	10	REMINGTON 870 12G PUMP
2021001130	11	7MM RIFLE HARRINGTON
2021001130	12	.50CAL OPTIMA MUZZELLOADER
2021001570	1	9MM TAURUS G3 W/ 17 ROUND MAG ACD775270

RESOLUTION 26-121

A RESOLUTION APPROVING AN AGREEMENT WITH PROPERTYROOM.COM, INC.

WHEREAS, the City of Spring Hill periodically disposes of surplus, seized, forfeited, unclaimed, or otherwise eligible property in accordance with applicable law and City policy; and

WHEREAS, the Spring Hill Police Department has identified a need for online auction and related asset disposition services for property and evidence, firearms, eligible equipment, and other eligible surplus assets; and

WHEREAS, PropertyRoom.com, Inc. provides online auction platform services and related asset disposition services, including item pickup, manifesting, chain-of-custody tracking, auction listing, payment collection, reporting, and remittance of net proceeds to the City; and

WHEREAS, under the proposed Asset Disposition Services Agreement, the City retains title to assets until sale or disposition, and sale proceeds belong to the City, less applicable service fees and costs authorized under the agreement; and

WHEREAS, the agreement has an initial term of one (1) year and automatically renews for successive one-year terms unless either party provides notice of non-renewal, and either party may terminate the agreement upon thirty (30) days' prior notice; and

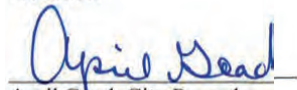
WHEREAS, PropertyRoom.com, Inc. is a Sourcewell awarded vendor;

NOW, THEREFORE, BE IT RESOLVED by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee, that the Purchasing Agent is hereby authorized to execute an Asset Disposition Services Agreement with PropertyRoom.com, Inc. for online auction and related asset disposition services, including any services addendum, in substantially the same form as presented to the Board.

Passed and adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee, on this 4th day of May 2026.


Matt Fitterer, Mayor

ATTEST:


April Goad, City Recorder

LEGAL FORM APPROVED:


Patrick Carter, City Attorney

Doc ID: 352b149ee9717abc79f8daaa4383a13afb5e9968

SPRING HILL
T E N N E S S E E

STAFF MEMORANDUM

TO: Board of Mayor and Aldermen
FROM: Don Brite, Police Chief
DATE: May 4, 2026
SUBJECT: RESOLUTION 26-121 | A Resolution Approving an Agreement with Propertyroom.com, Inc.

RECOMMENDATION: Staff recommends approval of the proposed agreement with PropertyRoom.com, Inc. for online auction and related asset disposition services for eligible Police Department property and evidence, firearms, equipment, and other eligible surplus assets.

BACKGROUND: The Spring Hill Police Department has identified a need for a service provider to assist with the disposition of eligible property and evidence, firearms, equipment, and other surplus assets. PropertyRoom.com, Inc. provides online auction platform services and related asset disposition services, including item pickup, manifesting, chain-of-custody tracking, auction listing, payment collection, reporting, and remittance of net proceeds to the City.

The proposed agreement provides that the City retains title to assets until sale or disposition, and that sale proceeds belong to the City, less applicable service fees and costs authorized under the agreement. The agreement has an initial term of one year and automatically renews for successive one-year terms unless either party provides notice of non-renewal. Either party may also terminate the agreement upon thirty days' prior notice.

PropertyRoom.com, Inc. is a Sourcwell awarded vendor. Approval of this resolution will authorize the Purchasing Agent to execute the Asset Disposition Services Agreement with PropertyRoom.com, Inc.

FINANCIAL IMPACT: There is no upfront cost to the City for the services. PropertyRoom.com, Inc. is compensated through applicable service fees and costs deducted from sale proceeds, with the remaining net proceeds remitted to the City in accordance with the agreement.



City of Spring Hill | Police
199 Town Center Parkway
Spring Hill, Tennessee 37174
dbrite@springhilltn.org
931-486-2252

Doc ID: 352b149ee9717abc79f8daaa4383a13afb5e9968

SUPPORTING DOCUMENTS:

- Asset Disposition Services Agreement



City of Spring Hill | Police
199 Town Center Parkway
Spring Hill, Tennessee 37174

Doc ID: 352b149ee9717abc79f8daaa4383a13afb5e9968

PropertyRoom.com
Federal Tax ID: 86-0962102

Asset Disposition Services Agreement

Account # 2769

This Asset Disposition Services Agreement ("Agreement") is made by and between PropertyRoom.com, Inc., a Delaware corporation ("Contractor") and City of Spring Hill, Tennessee ("Owner"). The Agreement is effective upon Owner's signature date ("Effective Date").

Whereas Contractor's business involves surplus asset management, selling, auction, disposition and related services ("Services"); and

Whereas Contractor desires to provide Services to Owner and Owner desires Contractor to provide Services subject to this Agreement.

Now therefore, in consideration of premises above and mutual covenants and agreements set forth herein, Contractor and Owner agree as follows.

Any other municipal, county, or state government agency located within the same state as Owner may also procure Services under this Agreement under the same terms and conditions stated in this Agreement by executing an adoption agreement with Contractor based upon this Agreement.

1. **Items Requiring Services.** Owner will identify items ("Assets") it desires to provide to Contractor for Services. Contractor retains the right to accept or reject certain Assets in its sole discretion.
2. **Title to Assets.** Owner shall retain, at all times, legal title to Assets unless and until Assets are purchased or otherwise disposed of according to the Agreement, at which time Owner will be deemed to have transferred title directly to an Asset purchaser or other acquirer ("Buyer") identified by Contractor. Owner appoints Contractor as its representative and instrumentality to hold and offer Assets for sale, on Owner's behalf, in accordance with the Agreement. Owner appoints Contractor as its attorney-in-fact to sign any and all documents necessary to assign to Buyers all of Owner's rights, title and interest in and to Assets sold or disposed. Cash receipts, accounts receivable, contract rights, notes, general intangibles, and other rights to payment of any kind arising out of Asset sales ("Proceeds") belong to Owner. Contractor may withhold from Proceeds amounts owed to Contractor and any third parties in connection with Services, which amounts shall be disbursed by Contractor on Owner's behalf. Contractor will remit remaining balances to Owner ("Owner Net Proceeds").

3. Term and Termination

This Agreement shall commence on the Effective Date and shall continue for an initial term of one (1) year from the Effective Date and thereafter will automatically renew for consecutive one (1) year terms unless written

notice of non-renewal is provided by either party to the other at least sixty (60) days prior to the expiration of the then current term.

- a. Either Owner or Contractor (the "Party" or "Parties") may terminate the Agreement upon thirty (30) days prior notice to the other Party.
- b. The rights of the Parties to terminate the Agreement are not exclusive of any other rights and remedies available at law or in equity, and such rights will be cumulative. Exercising any such right or remedy will not preclude exercising these or any other rights and remedies.
- c. Upon any termination or expiration, Contractor may continue to provide Services for any unsold Assets then in the possession of Contractor. Alternatively, Owner may, at Owner's expense, arrange for the return of Owner Assets.

4. Payment for Services

- a. **Fees.** Fees for Contractor Services appear in signed addendums to this Agreement.
- b. **Remittance of Proceeds.** Once a month, Contractor will remit Owner Net Proceeds from sales completed the prior month. Sales are deemed completed when all items from an asset list line-item are sold, paid for and shipped. Contractor may defer payment of any amount less than \$250 until such time as the amount owed Owner equals or exceeds \$250.
- c. **Invoices.** If monthly Proceeds do not cover amounts owed, Contractor and Owner will mutually agree for Contractor to either:
 - (1) Invoice Owner for Services, net of Proceeds collected, or
 - (2) Accrue and carry-over unpaid balances, invoicing Owner when negative balances persist for six (6) consecutive months.
- d. **Reporting.** Each month, Contractor will publish a standard online report containing information related to Owner Assets, Services provided, Fees and Owner Net Proceeds.

5. **Contractor Obligations.** Contractor may utilize subcontractors in its performance of Services, provided Contractor shall be responsible for any breach of this Agreement by such subcontractors. With respect to delivering Services:

- a. Contractor shall maintain insurance covering Assets against fire, theft, and extended coverage risks ordinarily included in similar policies.
- b. For auction Services, Contractor will use organic marketing techniques ("OMT") to increase bidding on Owner Assets. OMT may include, but not be limited to, email, publicity related to this Agreement, and facilitation of

Asset Disposition Services Agreement

clickable links on Owner website(s) to websites used by Contractor for Asset sales.

6. Asset Lists

- a. **Manifest & Asset Lists.** Owner will complete paperwork reasonably necessary to convey custodial possession of Assets to Contractor, such as written manifests or Asset lists (the "Asset Lists") describing items in sufficient detail for proper identification. Contractor owns exclusive rights to sell Assets described in Asset Lists provided by Owner for a period of 120 days from the date Owner releases an Asset to Contractor for sale and Owner will not grant any such rights to any third party (or itself sell the applicable Assets).
- b. **Excluded Assets.** Owner agrees it will not knowingly provide illegal or hazardous Assets or Assets that infringe intellectual property rights of any third party ("Excluded Assets"). In the event Contractor identifies any item as an Excluded Asset, Contractor shall have the right to suspend, cancel, or unwind any sale or disposal of such Excluded Asset.

7. Salability of Assets.

- a. Owner states Assets subject to Services are legally available for sale to the general public; and
- b. If required, Owner has taken necessary actions for transfer of Asset title(s) to Buyers.

8. **Books and Records.** Contractor will keep complete and accurate books of account, records, and other documents with respect to the Agreement ("Books and Records") for at least 3 years following Agreement expiration or termination. Upon reasonable notice, Books and Records will be available for inspection by Owner, at Owner's expense, at the location where Books and Records are regularly maintained, during Contractor's normal business hours.

9. **Assignment.** This Agreement shall be binding upon and inure to the benefit of the Parties named herein and their respective successors and assigns. Neither Party may assign any of its obligations under this Agreement without the prior written consent of the other Party, such consent not to be unreasonably withheld or delayed, provided that Contractor may assign this Agreement without such consent to a successor in interest by way of a merger, consolidation, or sale of all or substantially all of Contractor's assets.

10. **Notices.** Any notice or other communication given under the Agreement will be in writing and delivered by hand, sent by facsimile (provided

acknowledgment of receipt thereof is delivered to the sender), sent by certified, registered mail or sent by any nationally recognized overnight courier service to the addresses provided in the Owner information section. Notices sent by registered mail or national overnight carrier shall be effective upon delivery. The Parties may, from time to time and at any time, change their respective addresses and each will have the right to specify as its address any other address by written notice to the other Party. A change of address will take effect upon receipt of notice unless a later date is otherwise specified.

11. **Interpretation.** Whenever possible, each provision of the Agreement will be interpreted in such a manner as to be effective and valid under applicable law, but if any provision of the Agreement is held to be prohibited by or invalid under applicable law, such provision will be ineffective only to the extent of such prohibition or invalidity, without invalidating the remainder of such provision or the remaining provisions of the Agreement. The Agreement headings are inserted for convenience of reference only and shall not constitute a part hereof.

12. **Governing Law.** The internal law, and not the law of conflicts, of the state in which Owner is located will govern all questions concerning construction, validity and interpretation of the Agreement and the performance of the obligations imposed by the Agreement. The proper venue for any proceeding at law or in equity will be the state and county in which the Owner is located, and the Parties waive any right to object to the venue.

13. **Further Assurances.** Contractor and Owner will each sign such other documents and take such actions as the other may reasonably request in order to effect the relationships, Services and activities contemplated by the Agreement and to account for and document those activities.

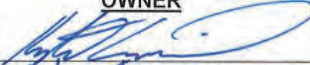
14. **Relationship of the Parties.** No representations or assertions will be made or actions taken by either Party that could imply or establish any joint venture, partnership, employment or trust relationship between the Parties with respect to the subject matter of the Agreement. Except as expressly provided in the Agreement, neither Party will have any authority or power whatsoever to enter into any agreement, contract or commitment on behalf of the other, or to create any liability or obligation whatsoever on behalf of the other, to any person or entity.

Asset Disposition Services Agreement

15. **Force Majeure.** Neither Party will be liable for any failure of or delay in performance of the Agreement for the period that such failure or delay is due to acts of God, public enemy, war, strikes or labor disputes, or any other cause beyond the Parties' reasonable control (each a "Force Majeure"), it being understood that lack of financial resources

will not to be deemed a cause beyond a Party's control. Each Party will notify the other Party promptly of any Force Majeure occurrence and carry out the Agreement as promptly as practicable after such Force Majeure is terminated. The existence of any Force Majeure will not extend the term of the Agreement.

This Agreement, together with one or more signed addendums attached hereto, comprises the entire agreement between Contractor and Owner relating to Services and supersedes any prior understandings, agreements, or representations by or between the parties, whether written or oral.

OWNER	CONTRACTOR
Signature <u></u>	Signature <u></u>
Name <u>Kyle Theriault</u>	Name <u>Aaron Thompson</u>
Title <u>Purchasing Agent</u>	Title <u>CEO</u>
Date <u>5-5-26</u>	Date <u>05 / 13 / 2026</u>

OWNER INFORMATION & AGREEMENT OPTIONS SELECTED

Owner Name: <u>City of Spring Hill, TN</u>	Account #: <u>2769</u>
Street Address: <u>199 Town Center Parkway</u>	Cooperative Purchasing Agreement? Sourcewell ☒ Other (Please specify) ☐
	Member #: <u>37473</u>
City, State/Province, Postal Code, Country: <u>Spring Hill, TN 37174</u>	Resolution of Unpaid Monthly Service Fees: Balance carry-over ☐ Monthly Invoice ☐
Telephone: <u>931-486-2252</u>	Fax: _____
Primary Contact: Name <u>Melissa Wilson</u> Work <u>931-486-2252 ext 251</u> Mobile _____ Email <u>mwilson@springhilltn.org</u>	Secondary Contact: Name _____ Work _____ Mobile _____ Email _____

PropertyRoom.com

Federal Tax ID: 86-0962102 #111424-PRC Sourcewell Fees & Services Addendum

Account # 2769

Sourcewell Member # 37473

1. This addendum ("Addendum") is attached to and made part of the Asset Disposition Services Agreement dated 5/5/26 ("Agreement") between Contractor and Owner. In the event of a conflict between the provisions of the Agreement, this Addendum and any prior agreement or Agreement addendum, this Addendum will govern.
2. **Definitions.**
 - a. **Winning Bid.** "Winning Bid" means the highest amount committed and paid by a Buyer of a sold Asset. Winning Bid does not include shipping & handling, buyer premiums, or other fees, if any, nor does Winning Bid include an amount a Buyer commits but fails to pay.
 - b. **Sales Price.** "Sales Price" equals the Winning Bid plus shipping & handling, shipping insurance and sales tax paid by a Buyer.
 - c. **Payment Processing Costs.** Payment processing costs equal 3% of Sales Price ("PP Costs").
 - d. **Success Fee.** For sold Assets, Owner will pay Contractor a Services fee equal to a percent of profits or Winning Bids as specified below ("Success Fee").
 - e. **Buyer Premiums.** Notwithstanding anything to the contrary herein, Contractor may collect a Winning Bid percent fee from a Buyer, typically referred to as a "Buyer's Premium".
3. **Services Offered.** Contractor provides a suite of Services referenced herein. Upon mutual agreement of Owner and Contractor, Contractor may provide all or any combination of Services. Contractor will use commercially reasonable efforts to deliver Services.
 - a. **Portables Auction Service ("Portables").** Applying to Assets small enough for pick-up by Contractor via box truck or common carrier shipment, excluding firearms, Contractor will transport, test and/or authenticate (if applicable and practicable), erase or destroy memory media (in the case of electronics), image, store, list and sell Assets via public internet auction on one or more Contractor selected websites. Owner will pay Contractor a Success Fee as described below.
 - (1) **Asset Success Fee.** For Portable Assets, Success Fee equals 50% for the first \$1,000 of a Winning Bid amount and 25% of Winning Bid amount, if any, over \$1,000.
 - (2) **Net Proceeds.** For each Portables Asset, Owner Net Proceeds equals Winning Bid less Success Fee less PP Costs.
 - (3) **Fuel Surcharge.** If quarterly retail diesel prices, as published by the U.S. Energy Information Administration, rise above the level shown in the table below, a fuel surcharge ("Fuel Surcharge") will be deducted from Owner Net Proceeds for each Portable Manifest picked up at Owner's location.

Retail Diesel (per gal)	Fuel Surcharge
< \$ 2.50	\$ 0.00
\$ 2.50 to \$ 2.99	\$ 12.40
\$ 3.00 to \$ 3.49	\$ 24.80
\$ 3.50 to \$ 3.99	\$ 37.20*

* Table continues at same rate of \$12.40 increments per \$0.50 per gal change in Retail Diesel.

- (4) **Shipping Fee.** If assets are transported via common carrier and not picked up by Contractor, the shipping fee will be deducted from Owner Net Proceeds.
- b. **Firearms Auction Service.** This service is restricted to Owner firearm assets ("Firearm Assets") legally available for public sale in the United States. Contractor is compliant with ATF, Title 18, U.S. Code Ch. 44 and NFA (26 U.S.C., Ch. 53), as well as applicable state and local laws. Contractor may work with one or more subcontractors ("Subcontractor") for storage and processing of Firearm Assets.

Contractor will deliver Firearm Assets disposition services beginning with the collection and transport of Firearm Assets to a Federal Firearms Licensee ("FFL") holder ("Recipient FFL" or "Partner FFL"). Subsequently, Contractor and Recipient FFL will store, catalog, image, list for public internet auction, process purchaser payment and ship Firearms Assets to another FFL holder ("Transferee FFL") that will administer final physical transfer to purchaser ("Buyer") in compliance with applicable federal, state, and local laws. Owner will pay Contractor a Success Fee as described below.

 - (1) **Success Fee.** For Firearm Assets, Success Fee equals 50% for the first \$1,000 of a Winning Bid amount and 25% of Winning Bid amount, if any, over \$1,000.
 - (2) **Net Proceeds.** For each Firearm Asset, Owner Net Proceeds equals Winning Bid less Success Fee less PP Costs.

PropertyRoom.com

Account # 2769

Federal Tax ID: 86-0962102 #111424-PRC Sourcwell Fees & Services Addendum Sourcwell Member # 37473

- c. **In Place Auction Service ("In Place").** Applying to Assets that Owner and Contractor mutually agree to auction in place, Contractor will sell In Place Assets via public internet auction on one or more Contractor selected websites using descriptions and digital images supplied by Owner. Owner will maintain physical control of In Place Assets and transfer possession to Buyers after sale. Owner will pay Contractor a Success Fee as described below.
- (1) **Success Fee.** For each In Place Asset, Success Fee equals 2.5% of Winning Bid.
 - (2) **Net Proceeds.** For each In Place Asset sold at auction, Winning Bid less Success Fee less PP Costs equals Owner Net Proceeds.
- d. **Haul Away Auction Service ("Haul Away").** Applying to fleet vehicles and equipment, Contractor will tow Assets to, or take delivery at, Yards. Contractor will store, image, describe, list and sell Haul Away Assets via public internet auction on one or more Contractor selected websites. Contractor may work with one or more subcontractors ("Subcontractor") for storage and processing of Assets at Yards. Owner will pay Contractor a Success Fee as well as other fees as specified below.
- (1) **Success Fee.** For each Haul Away Asset, Success Fee equals 12.5% of Winning Bid.
 - (2) **Tow & Miscellaneous Fees.** Tow and Miscellaneous Service Fees are indicated in fee schedule below that specifies tow processes and related fees for Owner-specific needs ("Tow & Miscellaneous Fee Schedule"). The Tow & Miscellaneous Fee Schedule will distinguish between Assets that can be hauled away on a standard vehicle transporter (such as automobiles and light trucks) from over-sized Assets (e.g., cranes, buses, backhoes).

Haul Away Auction Service – Tow and Miscellaneous Fee Schedule			
Fee Type	Fee Description	Rate Description	Rate Per Asset
Light Tow	Light duty vehicles up to 11,000 GVWR	Per vehicle towed	First 30 miles free, \$10 for every 10 miles over the 1st 30 free miles
Medium Tow	Medium duty vehicles 11,001 - 33,000 GVWR and oversized vehicles such as an F-350 w/ dual wheels, etc.)	Per vehicle towed	Billed at cost by subcontractor - see standard schedule
Heavy Tow	Heavy duty vehicles 33,001+ GVWR	Per vehicle towed	Billed at cost by subcontractor - see standard schedule
Re-list / Re-run	Fee for re-listing asset more than three (3) times due to any type of owner imposed bidding restriction	Per re-list of asset on 4 th or subsequent attempt	\$35 / re-list
Storage - light & medium duty	Storage for assets stored for any reason other than awaiting auction	Per day over 30 days after pickup date	\$3 / day
Storage - heavy duty	Storage for assets stored for any reason other than awaiting auction	Per day over 30 days after pickup date	\$5 / day
De-identification	De-identifying assets	Charged in 15 minute increments for the labor to de-identify	\$20 / quarter hour
Decal Removal	Removal of a decal	Charged in 15 minute increments for the labor to perform decal removal	\$20 / quarter hour; \$45 minimum charge per vehicle (\$45 maximum charge per vehicle for Light Duty Vehicles)

- (3) **Net Proceeds.** For each Haul Away Asset, Winning Bid less the sum of Success Fee, Tow & Miscellaneous Fees, and PP Costs equals Owner Net Proceeds.
- e. **Impound Storage & Auction Service ("Impound").** Applying to citizen vehicles seized and or impounded by Owner, Contractor will receive tows of Impound Assets at tow yard facilities ("Yards"), storing Assets while Owner decides whether to release to a citizen or auction. For release-to-citizen vehicles ("Released Vehicles"), Contractor will process and collect fees from citizens. For auctioned vehicles, Contractor will store, image, describe and sell Impound Assets via public internet auction on one or more Contractor selected websites. Contractor may work with one or more sub-contractors ("Subcontractor") for storage and processing of Assets at Yards. Owner will pay Contractor a Success Fee as well as other fees as specified below.

PropertyRoom.com

Account # 2769

Federal Tax ID: 86-0962102 #111424-PRC Sourcwell Fees & Services Addendum Sourcwell Member # 37473

- (1) **Success Fee.** For each Impound Asset sold at auction, Success Fee equals 12.5% of the Winning Bid.
- (2) **Tow & Miscellaneous Fees.** Tow and Miscellaneous Service Fees are indicated in fee schedule below that specifies tow processes and related fees for Owner-specific needs ("Tow & Miscellaneous Fee Schedule"). The Tow & Miscellaneous Fee Schedule will distinguish between Assets that can be hauled-away on a standard vehicle transporter (such as automobiles and light trucks) from over-sized Assets (e.g., cranes, buses, backhoes).
- (3) **Storage Fees.** Impound storage fees are indicated in the fee schedule below. Owner retains rights to charge citizens higher storage fees for Released Vehicles and Contractor will collect those storage fees along with other citizen fees set by Owner, such as tow charges, administrative charges, court processing fees, etc. ("Citizen Payments"). In the event that Assets are stored for an extended period of time without being released by Owner for auction, Owner agrees to reimburse Contractor for such storage fees in a manner to be mutually agreed upon.

Impound Storage & Auction Service – Tow and Miscellaneous Fee Schedule			
Fee Type	Fee Description	Rate Description	Rate Per Asset
Light Tow	Light duty vehicles up to 11,000 GVWR	Per vehicle towed	Billed at cost by subcontractor - see standard schedule
Medium Tow	Medium duty vehicles 11,001 - 33,000 GVWR and oversized vehicles such as an F-350 w/ dual wheels, etc.)	Per vehicle towed	Billed at cost by subcontractor - see standard schedule
Heavy Tow	Heavy duty vehicles 33,001+ GVWR	Per vehicle towed	Billed at cost by subcontractor - see standard schedule
Re-list / Re-run	Fee for re-listing asset more than three (3) times due to any type of owner imposed bidding restriction	Per re-list of asset on 4 th or subsequent attempt	\$35 / re-list
Owner Storage Fees	Daily storage for assets stored and awaiting auction	Per day	\$8 / day
Citizen Storage Fees	Daily storage for release vehicles	Per day	\$15 / day
De-identification	De-identifying assets	Charged in 15 minute increments for the labor to de-identify	\$20 / quarter hour
Decal Removal	Removal of a decal	Charged in 15 minute increments for the labor to perform decal removal	\$20 / quarter hour; \$45 minimum charge per vehicle (\$45 maximum charge per vehicle for Light Duty Vehicles)

- (4) **Net Proceeds.** For each Impound Asset, the sum of Winning Bid and Citizen Payments less the sum of Success Fee, Tow & Miscellaneous Fees, Owner/Citizen Storage Fees and PP Costs equals Owner Net Proceeds.
4. **Modifications.** Contractor may, from time to time, modify Standard Fees & Services. To effect a fee change, Contractor will provide Owner advance written notice which will include an update to this Addendum.

OWNER

Signature 

Name Kyle Theriault

Title Purchasing Agent

Date 5-5-26

CONTRACTOR

Signature 

Name Aaron Thompson

Title CEO

Date 05 / 13 / 2026

RESOLUTION 25-189

**A RESOLUTION TO AUTHORIZE THE DONATION OF FOUND PROPERTY
TO SPRING HILL HIGH SCHOOL SKILLS USA**

WHEREAS, the Spring Hill Police Department has been in possession of abandoned property, which is stored in the Departments evidence room; and

WHEREAS, the Police Department has been unsuccessful in attempting to locate and notify the owner of the abandoned property; and

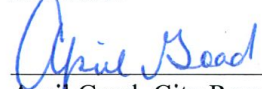
WHEREAS, the Spring Hill Police Department requests to donate the abandoned property to Skills USA, Spring Hill High School, a 501-C-3 business, who will use listed property to teach trade classes to students at Spring Hill High School; and

WHEREAS, the property consists of various tools, as detailed in Exhibit A, attached hereto.

NOW, THEREFORE BE IT RESOLVED, that the Spring Hill Board of Mayor and Aldermen authorizes the Police Department to donate abandoned property, attachment A, to Skills USA, to be used to teach trade classes at Spring Hill High School.

Passed and adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee on the 18th day of August 2025.

ATTEST:

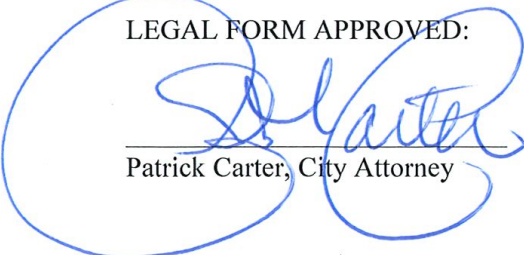


April Goad, City Recorder



Matt Fitterer, Mayor

LEGAL FORM APPROVED:



Patrick Carter, City Attorney



REQUEST: Approval of Resolution 25-189

SUBMITTED BY: Don Brite, Chief of Police

DATE: August 18th, 2025

RE: donation of abandoned property to Spring Hill HS

ATTACHMENTS: Resolution

List of items
Letter from State on Unclaimed property

PURPOSE: The purpose of this report is to seek approval to donate abandoned property, from the year of 2021, to the Spring Hill HS, Skills USA.

BACKGROUND: The Police Department conducted a search warrant in 2021 at a rental storage unit in Spring Hill. The Search Warrant was for a stolen motorcycle that was inside the unit. Located in the unit were construction tools that were not reported stolen. The unit was vacated and the renter of the unit was no longer living in Spring Hill. The department took possession of the tools and logged them into evidence, where we have stored them since that time. The department has attempted to locate the renter, via certified mail and by phone. We have not been able to locate this person and no one ever came forward to seek the property. The State of Tn., does not require us to report tangible items to the Unclaimed Property Division. We have exhausted all means to locate the owner of said property.

Proposal Details: The department is seeking approval to donate said property, attached to agenda, to the Spring Hill HS, Skills USA, a 501-C-3 organization that teaches vocational (shop) training to students.



FINANCIAL IMPACT:

Being this is abandoned property, the donation is the value of the used tools. The tools are estimated to be valued at under around \$4500.00

STAFF RECOMMENDATION:

Case #	Item #	Description
2021000675	3	PORTER CABLE 4 TOOL KIT 201749BMP
2021000675	4	DEWALT 20V BATTERY DCB205
2021000675	5	RYOBI ELECTRIC PRESSURE WASHER 090079485
2021000675	7	HITACHI 1 3/4" COIL NAILER NV45AB2
2021000675	8	XPOWER PROFESSIONAL FAN X-34AR
2021000675	9	DEWALT PROPANE HEATER W/ FAN DXH12B
2021000675	12	RYOBI CIRCULAR SAW RUSTED UNBOXED CSI7444D611936
2021000675	13	CENTRAL PNEUMATIC NAIL GUN 357821901
2021000675	15	LINCOLN ELECTRIC 3200 TORCH M2050601931
2021000675	16	DEWALT MITER (RED BLADE) 53344
2021000675	17	DEWALT MITER (BLACK AND YELLOW BLADE)709649
2021000675	18	PLANER (BELT SANDER) ORANGE AND BLACK CS18126N635174
2021000675	19	HITACHI NAIL GUN (BLUE AND BLACK) Q983749
2021000675	20	BOSTITCH NAIL GUN SB1850BN
2021000675	21	UNIWELD A/C GUAGES
2021000675	22	BEHRINGER AMP S1004356A8M
2021000675	23	CRAFTSMAN BRUSHLESS BLOWER CMCBL760E1
2021000675	25	DEWALT CORDLESS AIR PROPANE HEATER EC-32000-19002583
2021000675	26	REMINGTON KEROSENE HEATER REM800FRO
2021000675	27	LINCOLN ELECTRIC PORT A TORCH
2021000675	28	MR. HEATER PORTABLE HEATER
2021000675	29	CRAFTSMAN TOOLBOX RED (FULL)
2021000675	30	SENCO COMPRESSOR A7440J05
2021000675	31	DEWALT POWER DRILL (NO BATTERY, NOT BOXED)962234

2021000675	32	2 MAKITA POWER DRILL BLACK SCRATCHED (1) 0269181
2021000675	33	DEWALT RECIPROCATING SAW (NO BATTERY) 022823
2021000675	34	CRAFTSMAN 8 TOOLKIT 1045308
2021000675	36	CRAFTSMAN GENERATOR 2300 WATTS 3002975236
2021000675	37	MILWAUKEE BAND SAW (SMALLER) E25AD15021165
2021000675	38	MILWAUKEE DEEPBAND SAW (LARGE) F83AD162701395
2021000675	39	BLACK AND DECKER MATRIX DRILL (NO BATTERY) BDCMTDD
2021000675	40	PORTER CABLE FRAMMING NAIL GUN 38305
2021000675	41	2 GRIOTZ ORBITAL SANDER D901438011 K805219005
2021000675	42	RIGID FLASHLIGHT (NO BATTERY) AS17462D044825
2021000675	43	RIGID NAIL GUN CS111326839
2021000675	44	HITACH NAIL GUN (LRG) 0D65760
2021000675	45	DEWALT RADIO CHARGER (IN BOX) 035466
2021000675	46	HUSKY 432PC RATCHET SET
2021000675	47	5 GAL BLK COMPRESSOR
2021000675	48	WINDING FOR COMPRESSOR HOSE
2021000675	49	DEWALT PROPANE PORTABLE HEATER PXH70CFAV
2021000675	50	RIDGID TABLE SAW ORNAGE GW18024D1C19855
2021000675	51	SNAP-ON MIG WELDER 50913411
2021000675	52	HONDA EU3000 GENERATOR
2021000675	53	DEWALT SAW STAND 201653CST
2021000675	54	DEWALT DRILL (NO BATTERY)
2021000675	55	RIGID NAIL GUN (IN BAG) AN17288D0151559
2021000675	62	DEWALT SAWSALL 313344

Going forward under the new Unclaimed Property Statute that went into effect July 1st 2017 it will not be necessary for you to report your tangible items to the Unclaimed Property Division. Below I have listed the definition of tangible property in the statute and the types of tangible property affected. You will notice it only pertains to property in a safe deposit box or collateral deposit box and property from an estate:

Definition of tangible property and applicable statute:

66-29-102(24) "Property" means tangible property described in 66-29-109, 30-2-702, and 31-6-107.

66-29-109: (b) Notwithstanding any other provision of law to the contrary, any military medal that is removed from a safe deposit box, a safekeeping repository or agency, or a collateral deposit box as a result of the expiration or termination of a lease or rental period due to nonpayment of rental charges or for any other reason, must not be sold or otherwise disposed of, and must be retained by the holder for the lessee of the box. If the military medal remains unclaimed by the lessee for more than one (1) year from the date the box is opened, the holder shall report such property to the state treasurer by Nov 1 of the subsequent calendar year. The report must comply with 66-29-123. The holder shall deliver, with the report the military medal to the state treasurer for safekeeping in accordance with 66-29-145.

30-2-702: Whenever the personal representative of the estate of any deceased person in this state is ready to make a final report and settlement, and is prevented or precluded from making final settlement, because there is no personal representative of the estate of a deceased distributee to receive the share due such distributee or one (1) or more payees or distributees cannot be located or for any reason refuses to receive the share due such distributee, such personal representative shall pay or deliver the share due any such distributee to the state treasurer, to be handled in accordance with the provisions of title 66, chapter 29, part 1, relating to unclaimed property, and show such in the report.

31-6-107: (a) All administrators, executors, trustees, guardians, or other fiduciaries having in their custody or control property which may be subject to escheat pursuant to this chapter shall promptly, after obtaining knowledge as to facts indicating the possibility of the escheat of any such property, file with the state treasurer a report on such forms as he may prescribe, showing, with such other information as the treasurer may require, the nature, location and approximate value of such property, the basis for believing that it may be subject to escheat, and whether there are any other persons who have asserted or may assert claims thereto.

RESOLUTION 26-208

**A RESOLUTION OF THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF
SPRING HILL, TENNESSEE, AUTHORIZING AN APPROPRIATION TO THE
MAURY COUNTY ECONOMIC DEVELOPMENT PARTNERSHIP FOR FISCAL
YEAR 2026–2027**

WHEREAS, the City of Spring Hill recognizes the importance of economic development activities that promote business growth, job creation, investment, and economic prosperity within the region; and

WHEREAS, the Maury County Economic Development Partnership provides economic development services that benefit the citizens, businesses, and communities of Maury County, including the City of Spring Hill; and

WHEREAS, the Board of Mayor and Aldermen has determined that appropriating funds to support the Maury County Economic Development Partnership serves a public purpose and is in the best interest of the City of Spring Hill; and

WHEREAS, funds for this appropriation have been included in the Fiscal Year 2026–2027 budget.

NOW, THEREFORE, BE IT RESOLVED that the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee, hereby approves an appropriation in the amount of Twenty Thousand Dollars (\$20,000.00) to the Maury County Economic Development Partnership for Fiscal Year 2026–2027.

Adopted this 6th day of July, 2026.

Matt Fitterer, Mayor

ATTEST:

April Goad, City Recorder

APPROVED AS TO FORM:

Patrick Carter, City Attorney



STAFF MEMORANDUM

TO: Board of Mayor and Aldermen
FROM: Carter Napier, City Administrator
DATE: July 2, 2026
SUBJECT: Resolution 26-208, authorize expenditure to Maury County Economic Development Partnership for 2026-2027 Appropriation

BACKGROUND

Resolution Approving Fiscal Year 2026–2027 Appropriation to the Maury County Economic Development Partnership

Attached is a resolution authorizing the City's Fiscal Year 2026–2027 appropriation to the Maury County Economic Development Partnership in the amount of **\$20,000**.

This appropriation has been included in the adopted Fiscal Year 2026–2027 budget and supports the Partnership's ongoing economic development efforts that benefit the City of Spring Hill and the surrounding region.

Staff recommends approval of the resolution.

FINANCIAL IMPACT:

- \$20,000.00

SUPPORTING DOCUMENTS:

Resolution, Memo, Invoice



City of Spring Hill, Carter Napier, City Administrator
199 Town Center Parkway
Spring Hill, Tennessee 37174
cnapier@springhilltn.org
(931)451-0960



Maury County Economic Development Partnership
106 W 6th Street
Columbia, TN 38401
(931) 388-2155 | fax: (931) 380-0335

Invoice

Invoice Date: 7/1/2026
Invoice Number: 259421

Spring Hill - City Hall
J. Carter Napier
P.O.Box 789
Spring Hill, TN 37174-0789

Renewal Period:

Terms	Due Date
Due upon receipt	7/1/2026

Description	Quantity	Rate	Amount
2026-2027 Appropriation	1	\$20,000.00	\$20,000.00
Subtotal:			\$20,000.00
Tax:			\$0.00
Total:			\$20,000.00
Payment/Credit Applied:			\$0.00
Balance:			\$20,000.00

For your convenience, we offer monthly, quarterly, or semi-annual billing
Automatic payment options are also available
Please contact our office for more information: (931) 388-2155

Keep this portion for your records

Please return this portion with your payment

FROM:

Spring Hill - City Hall
J. Carter Napier
P.O.Box 789
Spring Hill, TN 37174-0789

Invoice # 259421

Amount Due \$20,000.00

Please remit payment to:

Maury County Economic Development Partnership
106 W 6th Street
Columbia, TN 38401

Amount Paid \$ _____

RESOLUTION 26-209

**A RESOLUTION OF THE CITY OF SPRING HILL, TENNESSEE,
APPOINTING THE FINANCE DIRECTOR AS CITY TREASURER AND
AUTHORIZING THE PERFORMANCE OF THE DUTIES OF THE
OFFICE**

WHEREAS, Tennessee Code Annotated § 6-4-401 requires the Board of Mayor and Aldermen to appoint a City Treasurer; and

WHEREAS, the Board of Mayor and Aldermen finds it to be in the best interest of the City to appoint the Finance Director to serve as City Treasurer in order to provide centralized oversight of the City's financial operations, cash management, investments, banking relationships, debt administration, and financial reporting; and

WHEREAS, the Board desires to formally authorize the City Treasurer to perform all duties required by Tennessee law, the City Charter, City ordinances, and policies adopted by the Board.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF SPRING HILL, TENNESSEE:

1. Pursuant to Tennessee Code Annotated § 6-4-401, the Board hereby appoints Rebecca Holden to serve as City Treasurer of the City of Spring Hill, Tennessee, effective immediately.
2. The Board finds that combining the offices of Finance Director and City Treasurer promotes efficient financial administration. It is the Board's intent that the individual serving as Finance Director also be considered for appointment as City Treasurer, subject to future action by the Board.

ADOPTED this 6th day of July, 2026.

ATTEST:

Matt Fitterer, Mayor

April Goad, City Recorder

LEGAL FORM APPROVED:

Patrick Carter, City Attorney



STAFF MEMORANDUM

TO: Board of Mayor and Alderman
FROM: Rebecca Holden – Finance Director
DATE: 07/01/2026
SUBJECT: Resolution 26-209 appointing the finance director as city treasurer

STAFF RECOMMENDATION:

Staff recommends approval of the resolution appointing the Finance Director to serve as City Treasurer.

BACKGROUND:

The City of Spring Hill operates under the Tennessee Mayor-Aldermanic Charter. Tennessee Code Annotated § 6-4-401 requires the Board of Mayor and Aldermen to appoint a City Treasurer. The statute also permits the Board to determine who will serve in that capacity. Appointing the Finance Director as City Treasurer centralizes the City's statutory treasury functions with its financial management operations, providing clear accountability for the receipt, custody, investment, and lawful disbursement of municipal funds.

FINANCIAL IMPACT:

none

SUPPORTING DOCUMENTS:

Current Policy and Proposed Policy are attached.



City of Spring Hill | Finance Department
199 Town Center Parkway
Spring Hill, Tennessee 37174
rholden@springhilltn.org

RESOLUTION 26-210

A RESOLUTION APPROVING FY2027 Q1 BLANKET PURCHASE ORDERS

WHEREAS, the City of Spring Hill adopted the Fiscal Year 2026-2027 budget by Ordinance 26-10; and

WHEREAS, certain routine and recurring operational purchases are necessary for City departments to obtain goods and services on an as-needed basis; and

WHEREAS, the City's Purchasing Policy allows the use of blanket purchase orders for recurring needs when the exact quantities or timing of purchases cannot be determined in advance, provided that each blanket purchase order includes a not-to-exceed amount, defined scope, and a term not exceeding one fiscal quarter; and

WHEREAS, the Purchasing Policy requires all blanket purchase orders to be approved by the Board of Mayor and Aldermen, regardless of dollar amount; and

WHEREAS, City staff has reviewed the proposed Fiscal Year 2027 Quarter 1 blanket purchase orders listed on Exhibit A for budgetary and purchasing compliance.

NOW, THEREFORE, BE IT RESOLVED by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee, that the Fiscal Year 2027 Quarter 1 blanket purchase orders listed on Exhibit A, attached hereto, are hereby approved for the period beginning July 1, 2026, and ending September 30, 2026; and the Purchasing Agent and Finance Department are authorized to issue and administer the approved blanket purchase orders within the listed not-to-exceed amounts and approved scopes. Any increase, amendment, renewal, or additional blanket purchase order not listed on Exhibit A shall require further approval in accordance with the City's Purchasing Policy.

Passed and adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee, on this 6th day of June 2026.

Matt Fitterer, Mayor

ATTEST:

April Goad, City Recorder

LEGAL FORM APPROVED:

Patrick Carter, City Attorney



STAFF MEMORANDUM

TO: Board of Mayor and Aldermen
FROM: Rebecca Holden, Finance Director
DATE: July 6, 2026
SUBJECT: RESOLUTION 26-210 | A Resolution approving FY27 Quarter 1 Blanket Purchase Orders

RECOMMENDATION: Staff recommends approval of Resolution 26-210 approving the Fiscal Year 2027 Quarter 1 blanket purchase orders listed in Exhibit A.

BACKGROUND: Certain City departments have recurring operational needs for goods and services where the exact quantities or timing of purchases cannot be determined in advance. Blanket purchase orders allow departments to obtain these goods and services on an as-needed basis while maintaining an approved not-to-exceed amount, defined scope, and approved term.

The City's Purchasing Policy requires blanket purchase orders to be approved by the Board of Mayor and Aldermen, regardless of dollar amount. The proposed blanket purchase orders are for Fiscal Year 2027 Quarter 1 and are shown in Exhibit A to the resolution. The Finance Department has reviewed the submitted requests for budgetary and purchasing compliance.

FINANCIAL IMPACT: Funding for these purchases is included in the Fiscal Year 2026-2027 budget within each department's applicable operating accounts. Expenditures will be charged to the applicable accounts identified in Exhibit A and shall not exceed the approved blanket purchase order amounts.



City of Spring Hill | Finance
199 Town Center Parkway
Spring Hill, Tennessee 37174
rholden@springhilltn.org
931-486-2252

EXHIBIT A				
FY27 Blanket PO List (Q1)				
No.	Department	Vendor	Description	Q1 amount
1	Planning	Tri-Star Energy LLC	Gas, Oil, Diesel Fuel, Grease, Etc.	\$200.00
2	Codes	Tri-Star Energy LLC	Gas, Oil, Diesel Fuel, Grease, Etc.	\$2,500.00
3	Engineering	Tri-Star Energy LLC	Gas, Oil, Diesel Fuel, Grease, Etc.	\$5,000.00
4	Planning	The Corradino Group	Consultant's Services	\$25,000.00
5	Planning	HR Green	Consultant's Services	\$6,500.00
6	Information Technology	CPWS	Contract IT Operation/Services	\$50,000.00
7	Information Technology	VC3	Contract IT Operation/Services	\$90,000.00
8	Information Technology	Spectrum	Contract IT Operation/Services	\$5,000.00
9	Information Technology	For2Fi	Subscription Services	\$1,500.00
10	Information Technology	Graybar	Subscription Services	\$6,600.00
11	Information Technology	Tyler Tech	Support Services	\$38,000.00
12	Information Technology	Champs	Support Services	\$7,000.00
13	Information Technology	Intermedia	Telephone	\$12,000.00
14	Information Technology	RJ Young	Printers	\$36,250.00
15	Police Administration	Tri-Star Energy	Gas, Oil, Diesel Fuel, Grease, Etc.	\$2,500.00
16	Police Criminal Investigation	Tri-Star Energy	Gas, Oil, Diesel Fuel, Grease, Etc.	\$7,000.00
17	Police Field Operations	Tri-Star Energy	Gas, Oil, Diesel Fuel, Grease, Etc.	\$53,000.00
18	Police Drug Investigation and Control	Tri-Star Energy	Gas, Oil, Diesel Fuel, Grease, Etc.	\$2,500.00
19	Police Support	Tri-Star Energy	Gas, Oil, Diesel Fuel, Grease, Etc.	\$6,000.00
20	Police Drug Investigation and Control	Healthy Petz	Veterinary Services	\$3,000.00
21	Police Criminal Investigation	Thomson West	Subscription Services	\$5,400.00
22	Judicial	Pitney Bowes	Postage	\$5,500.00
23	Streets	IMI	Repair and Maintenance Roads and Streets	\$3,000.00
24	Streets	IMI	Repairs and Maintenance Sidewalks	\$3,000.00
25	Streets	Kerr Brothers	Repair and Maintenance Roads and Streets	\$5,500.00
26	Streets	Morton Salt	Salt	\$25,000.00
27	Streets	Middle TN Electric	Street Lighting (Electric and Maintenance)	\$5,000.00
28	Streets	White Cap	Pedestrian Safety	\$5,000.00
29	Streets	White Cap	ADA Compliance	\$5,000.00
30	Streets	Rogers Group	Repair and Maintenance Roads and Streets	\$15,000.00
31	Streets	Sentinel	Guardrails	\$11,500.00
32	Streets	SRM Concrete	Repairs and Maintenance Sidewalks	\$6,000.00
33	Streets	SRM Concrete	Repair and Maintenance Roads and Streets	\$3,000.00
34	Streets	Tri-Star	Gas, Oil, Diesel Fuel, Grease, Etc.	\$22,000.00
35	Streets	Vulcan	Repair and Maintenance Roads and Streets	\$10,000.00
36	Streets	Volunteer Paving	Repair and Maintenance Roads and Streets	\$10,000.00
37	Sanitation	Benchmark	Brush Disposal & Brush Grinding	\$69,000.00
38	Sanitation	Marshall Co Solid Waste	Marshall County Recycling Processing Fees	\$37,500.00
39	Sanitation	Tri-Star	Gas, Oil, Diesel Fuel, Grease, Etc.	\$27,500.00
40	Sanitation	UDP	Other Contractual Services	\$17,787.00
41	Sanitation	Waste Management	Waste Management Recycling Fees	\$273,000.00
42	Sanitation	Waste Management	Waste Management Garbage Fees	\$800,000.00
43	Parks Maintenance	Tri-Star	Gas, Oil, Diesel Fuel, Grease, Etc.	\$7,500.00
44	Fleet	Tri-Star	Gas, Oil, Diesel Fuel, Grease, Etc.	\$1,500.00
45	Fleet	Thompson Machinery	Repairs and Maintenance Machinery and Equipment	\$5,000.00
46	Fleet	Best One/SST	Tires, Tubes and Etc.	\$20,500.00
47	Public Work Administration	Tri-Star	Gas, Oil, Diesel Fuel, Grease, Etc.	\$2,000.00
48	Construction Crew	Tri-Star	Gas, Oil, Diesel Fuel, Grease, Etc.	\$5,000.00
49	Stormwater	Sweeping Corp of America	Street Sweeping	\$50,000.00
50	Stormwater	Waste management	Street Sweeping	\$5,000.00
51	Stormwater	Tri-Star	Gas, Oil, Diesel Fuel, Grease, Etc.	\$8,000.00
52	Traffic	Corradino Group	Traffic Engineering Services	\$15,000.00
53	Traffic	Tri-Star	Gas, Oil, Diesel Fuel, Grease, Etc.	\$9,000.00
54	Facilities	Bright View	Repairs & Maintenance Grounds & Ground Improvement	\$12,310.00
55	Facilities	Thompson Machinery	Repairs & Maintenance Grounds & Ground Improvement	\$18,000.00
56	Facilities	Lee Company	Repair and Maintenance Buildings	\$5,000.00
57	Facilities	Lee Company	Repair and Maintenance Buildings	\$5,000.00
58	Facilities	Jarrett Fire Protection	Repair and Maintenance Buildings	\$2,000.00
59	Facilities	State Systems	Repair and Maintenance Buildings	\$3,000.00
60	Facilities	Potts Heating and Cooling	Repair and Maintenance Buildings	\$7,500.00

FY27 Blanket PO List (Q1)				
No.	Department	Vendor	Description	Q1 amount
61	Facilities	Tri-Star	Gas, Oil, Diesel Fuel, Grease, Etc.	\$1,375.00
62	Facilities	Bug Out	Repairs & Maintenance Grounds & Ground Improvement	\$2,000.00
63	Facilities	T K Elevator	Repair and Maintenance Buildings	\$7,400.00
64	Facilities	Don Kennedy Roofing	Repair and Maintenance Buildings	\$5,000.00
65	Facilities	Camfil	Repair and Maintenance Buildings	\$5,600.00
66	Water Treatment Plant	Tri-Star	Gas, Oil, Diesel Fuel, Grease, Etc.	\$4,500.00
67	Water Treatment Plant	Harcros	Polymer	\$3,000.00
68	Water Treatment Plant	USALCO	Coagulant	\$85,000.00
69	Water Treatment Plant	CITCO	Ferric	\$15,000.00
70	Water Treatment Plant	CITCO	Carbon	\$30,000.00
71	Water Treatment Plant	Harcros	Chlorine	\$12,500.00
72	Water Distribution	Tri-Star	Gas, Oil, Diesel Fuel, Grease, Etc.	\$13,000.00
73	Water Distribution	Badger Meter	Water Meters	\$171,250.00
74	Water Distribution	Badger Meter	Water Meters for Resale	\$30,000.00
75	Water Distribution	Badger Meter	Other Publicity, Subscriptions and Dues	\$40,000.00
76	Water Distribution	Core & Main	Other Operating Supplies	\$25,000.00
77	Utilities Administration	Tri-Star	Gas, Oil, Diesel Fuel, Grease, Etc.	\$2,500.00
78	Waste Water Treatment Plant	Tri-Star	Gas, Oil, Diesel Fuel, Grease, Etc.	\$10,000.00
79	Waste Water Treatment Plant	Waste Management	Sludge Removal	\$200,000.00
80	Waste Water Treatment Plant	Bar Environmental	Machinery and Equipment Rental	\$125,000.00
81	Utilities Administration	McNeely Brockman	Repairs and Maintenance Machinery and Equipment	\$22,500.00
82	Sewer Collection	Tri-Star	Gas, Oil, Diesel Fuel, Grease, Etc.	\$10,000.00
83	SPARTAN	Tri-Star	Gas, Oil, Diesel Fuel, Grease, Etc.	\$750.00
84	Waste Water Treatment Plant	Polydyne	Polymer	\$45,000.00
85	Finance	Pinnacle Bank	Storage Rental	\$3,393.00
86	Finance	Pitney Bowes	Postage	\$5,000.00
87	Utility Billing	USPS	Postage	\$36,000.00
88	Utility Billing	Flex Digital	Printing & Mailing Services - Billing	\$15,000.00
89	Finance	Bass, Berry, & Sims PLC	Other Professional Services	\$5,000.00
90	Legislative	Middle Tennessee Law	Legal Services	\$75,000.00
91	Legislative	Law Office of Michael B. Bligh	Legal Services	\$3,750.00
92	Fire Operations	Bound Tree	Medical Supplies	\$10,000.00
93	Fire Operations	Blue Link	Clothing	\$50,000.00
94	Fire Administration	Wmson Cty Emer Com	Williamson Radio Subscription	\$69,497.50
95	Fire Administration	Wmson Co JT Com	Williamson Radio Subscription	\$8,218.38
96	Fire Administration	Maury Regional Medical Grp	Health and Wellness Fees	\$40,000.00
97	Fire Operations	Tri Star Energy	Gas, Oil, Diesel Fuel, Grease, Etc.	\$15,000.00

RESOLUTION 26-212

**A RESOLUTION OF THE CITY OF SPRING HILL, TENNESSEE,
TRANSFERRING CITY RECORDER FROM FINANCE TO
ADMINISTRATION DEPARTMENT**

WHEREAS, Resolution 26-61 delegates certain administrative and personnel authority to the City Administrator while reserving interdepartmental position transfers to the Board of Mayor and Aldermen; and

WHEREAS, the Delegation of Administrative Duties adopted by Resolution 26-61 reserves personnel changes between departments, including position transfers, to the Board; and

WHEREAS, the Board of Mayor and Aldermen has determined that the City Recorder position should be organizationally aligned within the Administration Department to better support the administrative functions of the City; and

WHEREAS, the City Recorder will no longer serve as the City's Treasurer, and those statutory treasury duties have been reassigned by separate Board action; and

WHEREAS, the City Recorder position will assume the responsibilities of Executive Assistant while continuing to perform the statutory duties of City Recorder, with no increase in the total number of authorized positions.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF SPRING HILL,
TENNESSEE:**

1. The position of **City Recorder** is hereby transferred from the **Finance Department** to the **Administration Department**, effective upon adoption of this Resolution.
2. The City Recorder shall no longer perform the duties of City Treasurer.
3. The City Recorder position shall assume the responsibilities assigned to the Executive Assistant position under the direction of the City Administrator.
4. This organizational change does not increase the total number of authorized positions or the adopted personnel budget.
5. The City Administrator is authorized to implement all administrative actions necessary to carry out this Resolution, including updating organizational charts,

job descriptions, reporting relationships, and related administrative records
consistent with Resolution 26-61.

ADOPTED this 6th day of July, 2026.

ATTEST:

Matt Fitterer, Mayor

April Goad, City Recorder

LEGAL FORM APPROVED:

Patrick Carter, City Attorney



STAFF MEMORANDUM

TO: Board of Mayor and Alderman
FROM: Kelly Tenace – HR Director
DATE: 07/02/2026
SUBJECT: Resolution 26-212 transfer of City Recorder from Finance Department to Administration Department

STAFF RECOMMENDATION:

Staff recommends approval of Resolution 26-212 transferring the City Recorder position from the Finance Department to the Administration Department.

BACKGROUND:

Resolution 26-61 established the Delegation of Administrative Duties and clarified the respective authority of the Board of Mayor and Aldermen and the City Administrator. Under that policy, interdepartmental personnel changes, including transfers between departments, remain subject to Board approval.

The proposed organizational change transfers the City Recorder position from the Finance Department to the Administration Department. This change aligns the position with the administrative functions of the City Administrator while maintaining the statutory responsibilities of the City Recorder.

Following Board action appointing the Finance Director as City Treasurer, the City Recorder will no longer perform treasury duties. Instead, the position will assume the responsibilities previously assigned to the Executive Assistant, providing direct administrative support to the City Administrator and enhancing coordination of Board operations, records management, and executive administrative functions. This change better aligns responsibilities with the City's organizational structure and operational needs. The transfer represents a reassignment of existing duties and does not create any additional positions.

FINANCIAL IMPACT:

None. The transfer is organizational in nature and does not increase the number of authorized positions or the adopted personnel budget.



City of Spring Hill | Finance Department

199 Town Center Parkway
Spring Hill, Tennessee 37174
rholden@springhilltn.org

SUPPORTING DOCUMENTS:

- Resolution 26-212 – Transfer of City Recorder from Finance Department to Administration Department
- Resolution 26-61 – Delegation of Administrative Authority
- Delegation of Administrative Duties Policy

This version also aligns with your earlier memorandum appointing the Finance Director as City Treasurer, making the two actions complementary: one transfers the statutory Treasurer duties to Finance, while the other moves the City Recorder into Administration to function as the City Recorder/Executive Assistant.



City of Spring Hill | Finance
199 Town Center Parkway
Spring Hill, Tennessee 37174

RESOLUTION 26-179

**A RESOLUTION AUTHORIZING ACCEPTANCE OF OFFER OF DEDICATION OF
ROAD RIGHTS-OF-WAY AND PUBLIC IMPROVEMENTS SHOWN ON THE EXISTING
PLAT FOR
SAWGRASS WEST PHASE 3**

WHEREAS, developer Lennar Homes of Tennessee, LLC has a recorded Final Plat for Sawgrass West Phase 3 in Maury County Plat Book P23, Page 238; and

WHEREAS, said Plat shows public rights-of-way proposed for dedication to the City of Spring Hill; and

WHEREAS, an Offer of Dedication, Deeds of Conveyance and a Maintenance Surety have been submitted pursuant to the Subdivision Regulations; and

WHEREAS, a Certificate of Satisfactory Completion has been furnished by the City of Spring Hill indicating that through inspections of the road rights-of-way, the design intent has been achieved; and

WHEREAS, the developer is required under Section VI, Paragraph 6.3 of the Subdivision Regulations to submit an “as-built” survey of the public improvements including water, sewer and drainage; and

WHEREAS, on June 8, 2026, the City of Spring Hill Planning Commission recommended the Road Rights-of-Way and Public Improvements for Sawgrass West Phase 3 be accepted; and

WHEREAS, the Board of Mayor and Aldermen deems it in the best interest of the City of Spring Hill that the Offer of Dedication of the Road Rights-of-Way be accepted and the same become a part of the public street system of the City of Spring Hill.

NOW, THEREFORE BE IT RESOLVED, by the City of Spring Hill Board of Mayor and Aldermen that dedication and acceptance of Road Rights-of Way within Sawgrass West Phase 3 as shown on the recorded plat is hereby approved.

Passed and adopted this 6th day of July, 2026.

Matt Fitterer, Mayor

ATTEST:

April Goad, City Recorder

LEGAL FORM APPROVED:

Patrick Carter, City Attorney



STAFF MEMORANDUM

TO: Board of Mayor and Aldermen
FROM: Missy Stahl | CIP Director
DATE: 6/15/2026
SUBJECT: Resolution 26-179 | To accept the dedication of road rights-of-way and public improvements for Sawgrass West Phase 3

RECOMMENDATION:

Staff recommends approval of Resolution 26-179 to accept the dedication of road rights-of-way and public improvements for Sawgrass West Phase 3.

BACKGROUND:

Planning Commission has recommended the acceptance of the roads and public improvements within Sawgrass West Phase 3 by PC Resolution 26-61, approved on June 8, 2026. A certificate of satisfaction has been signed by City staff.

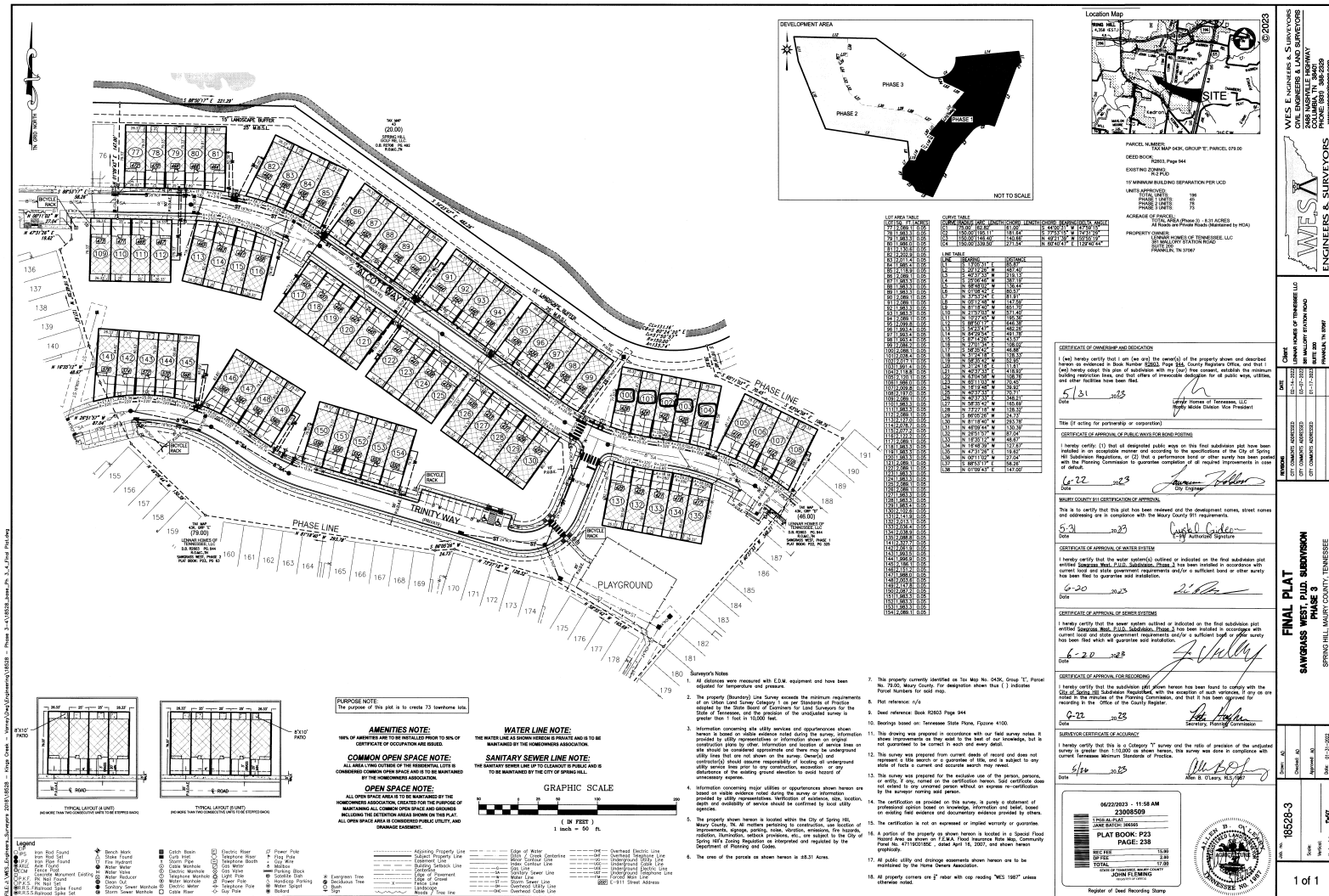
SUPPORTING DOCUMENTS:

Certificate of Satisfaction and Final Plat



City of Spring Hill | CIP Department

199 Town Center Parkway
Spring Hill, Tennessee 37174
mstahl@springhilltn.org
931-451-0962





CERTIFICATE OF SATISFACTORY COMPLETION

Date: 5-18-2026

Lennar Homes of Tennessee
Sawgrass West
Phase 3

Development Name: Sawgrass West

Phase or Section of Construction: Phase 3

Public Improvements: Water, sewer, and stormwater infrastructure; street binder; curbs; sidewalks; streetlights; street signs; stormwater surface maintenance; and final topping of all streets with 1.5 inches of hot-mix asphalt.

I hearby 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.

Approved By:
Spring Hill Public Works Director

Aylea Scroggins

199 TOWN CENTER PARKWAY P.O. BOX 789 SPRING HILL, TN 37174
PHONE (931)486-2252 NASHVILLE LINE (615)248-6307 WILLIAMSON CO. (615)599-2614 FAX (931)486-0516

RESOLUTION 26-180

**A RESOLUTION AUTHORIZING ACCEPTANCE OF OFFER OF DEDICATION OF
ROAD RIGHTS-OF-WAY AND PUBLIC IMPROVEMENTS SHOWN ON THE EXISTING
PLAT FOR
SAWGRASS PHASE 4**

WHEREAS, developer Lennar Homes of Tennessee, LLC has a recorded Final Plat for Sawgrass Phase 4 in Maury County Plat Book P23, Page 296; and

WHEREAS, said Plat shows public rights-of-way proposed for dedication to the City of Spring Hill; and

WHEREAS, an Offer of Dedication, Deeds of Conveyance and a Maintenance Surety have been submitted pursuant to the Subdivision Regulations; and

WHEREAS, a Certificate of Satisfactory Completion has been furnished by the City of Spring Hill indicating that through inspections of the road rights-of-way, the design intent has been achieved; and

WHEREAS, the developer is required under Section VI, Paragraph 6.3 of the Subdivision Regulations to submit an “as-built” survey of the public improvements including water, sewer and drainage; and

WHEREAS, on June 8, 2026, the City of Spring Hill Planning Commission recommended the Road Rights-of-Way and Public Improvements for Sawgrass Phase 4 be accepted; and

WHEREAS, the Board of Mayor and Aldermen deems it in the best interest of the City of Spring Hill that the Offer of Dedication of the Road Rights-of-Way be accepted and the same become a part of the public street system of the City of Spring Hill.

NOW, THEREFORE BE IT RESOLVED, by the City of Spring Hill Board of Mayor and Aldermen that dedication and acceptance of Road Rights-of Way within Sawgrass Phase 4 as shown on the recorded plat is hereby approved.

Passed and adopted this 6th day of July, 2026.

Matt Fitterer, Mayor

ATTEST:

April Goad, City Recorder

LEGAL FORM APPROVED:

Patrick Carter, City Attorney



STAFF MEMORANDUM

TO: Board of Mayor and Aldermen
FROM: Missy Stahl | CIP Director
DATE: 6/15/2026
SUBJECT: Resolution 26-180 | To accept the dedication of road rights-of-way and public improvements for Sawgrass Phase 4

RECOMMENDATION:

Staff recommends approval of Resolution 26-180 to accept the dedication of road rights-of-way and public improvements for Sawgrass Phase 4.

BACKGROUND:

Planning Commission has recommended the acceptance of the roads and public improvements within Sawgrass Phase 4 by PC Resolution 26-64, approved on June 8, 2026. A certificate of satisfaction has been signed by City staff.

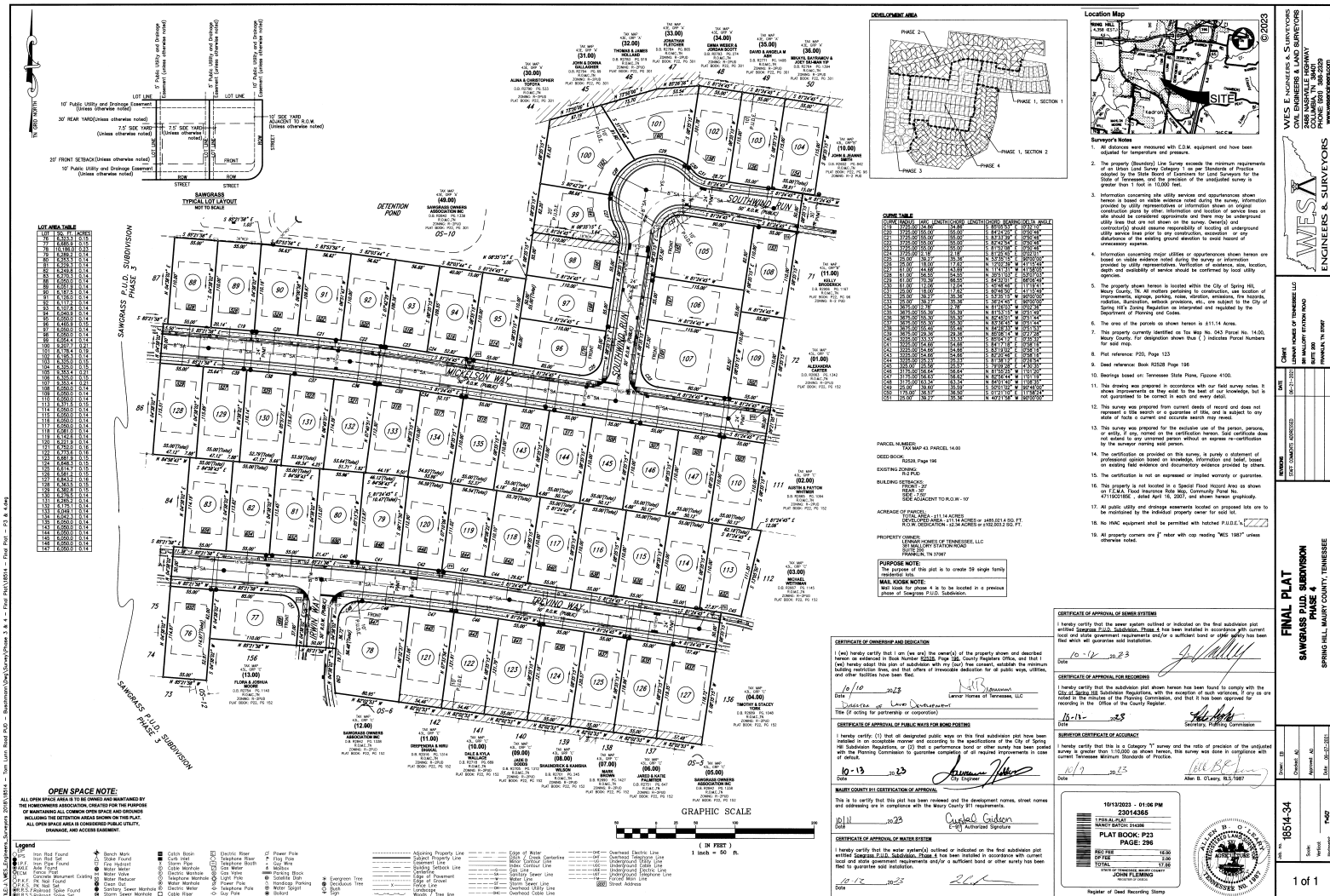
SUPPORTING DOCUMENTS:

Certificate of Satisfaction and Final Plat



City of Spring Hill | CIP Department

199 Town Center Parkway
Spring Hill, Tennessee 37174
mstahl@springhilltn.org
931-451-0962





CERTIFICATE OF SATISFACTORY COMPLETION

Date: 5-18-2024

Lennar Homes of Tennessee
Sawgrass
Phase 4

Development Name: Sawgrass

Phase or Section of Construction: Phase 4

Public Improvements: Water, sewer, and stormwater infrastructure; street binder; curbs; sidewalks; streetlights; street signs; stormwater surface maintenance; and final topping of all streets with 1.5 inches of hot-mix asphalt.

I hearby 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.

Approved By:
Spring Hill Public Works Director

Tyler Scroggins

199 TOWN CENTER PARKWAY P.O. BOX 789 SPRING HILL, TN 37174
PHONE (931)486-2252 NASHVILLE LINE (615)248-6307 WILLIAMSON CO. (615)599-2614 FAX (931)486-0516

ORDINANCE 26-11

**AN ORDINANCE TO AMEND ARTICLE 9 (ON-SITE DEVELOPMENT STANDARDS
AND ARTICLE 15 (REQUIRED PUBLIC IMPROVEMENTS AND BONDS) OF THE
UNIFIED DEVELOPMENT CODE**

WHEREAS, the City of Spring Hill Board of Mayor and Aldermen adopted Ordinance 18-21 to adopt the Unified Development Code (“UDC”), along with subsequent amendments thereto, that sets forth standards and requirements necessary for the preservation and protection of the public health, safety and general welfare; and

WHEREAS, city Stormwater Department staff recommend amending Article 9 and Article 15, specifically in relation to the installation of fences, as shown in Exhibit A attached hereto; and

WHEREAS, the Spring Hill Planning Commission has reviewed these proposed amendments in entirety and provided a favorable recommendation at the June 8, 2026 public meeting for their adoption by the Board of Mayor and Aldermen; and

WHEREAS, this ordinance and the amendments contained within shall become effective immediately upon its adoption.

NOW THEREFORE, BE IT RESOLVED, that the City of Spring Hill, Board of Mayor and Aldermen adopts the amendment to revise Article 9 (On-site Development Standards) and Article 15 (Required Public Improvements and Bonds) as shown in Exhibit A attached hereto and further identified as follows:

1. Article 9.4 – Permitted Encroachments
2. Article 15.9 – Drainage and Stormwater Sewers

Passed and adopted by the Board of Mayor and Aldermen of the City of Spring Hill, TN on this 20th day of July, 2026.

Matt Fitterer, Mayor

ATTEST:

April Goad, City Recorder

LEGAL FORM APPROVED:

Patrick Carter, City Attorney

Passed First Reading: (on agenda July 6, 2025)

Passed Second Reading: _____



STAFF MEMORANDUM

TO: Board of Mayor and Aldermen

FROM: Tyler Scroggins, Public Works Director
Missy Stahl, CIP Director

DATE: 6/15/2026

SUBJECT: Approval of Ordinance for UDC amendments as pertaining to fence installations in PUDEs

RECOMMENDATION:

To request approval of Ordinance 26-11 to propose UDC amendments to Article 9 and Article 15 as pertaining to fence installations in PUDEs.

BACKGROUND:

As a result of citizen requests to install fences within drainage easements, staff has determined that more requirements should be added to the UDC to clarify where fences may be installed. The Stormwater and Public Works departments staff request to amend Unified Development Code (UDC) Articles 9 (On-Site Development Standards) and 15 (Required Public Improvements and Bonds). These amendments are related to fence locations and standard requirements.

Staff has prepared three amendments to two subject areas. The following chart summarizes the UDC amendments in this proposal:

Topic	UDC Section	Proposed	Reason
Fences	Article 9.4 (On-site Development Standards)	To add drainage easements to the areas already noted	Add drainage easements to the existing utility and/or access easements
	Article 15.9 (Required Public Improvements and Bonds)	To further clarify the dedication of drainage easements requirements	Add design specifications to existing conditions

Detailed amendments are included in the attachments to this staff report. New language is proposed in **red** text. These proposed amendments were approved by the Planning Commission on June 8, 2026.

FINANCIAL IMPACT:

There is no financial impact

SUPPORTING DOCUMENTS:

Proposed amendments



City of Spring Hill | Department

199 Town Center Parkway
Spring Hill, Tennessee 37174
mstahl@springhilltn.org
931-486-2252

Article 9. On-Site Development Standards

ARTICLE 9. ON-SITE DEVELOPMENT STANDARDS

- 9.1 GENERAL REQUIREMENTS**
- 9.2 EXTERIOR LIGHTING**
- 9.3 ACCESSORY STRUCTURES AND USES**
- 9.4 PERMITTED ENCROACHMENTS**
- 9.5 ENVIRONMENTAL PERFORMANCE STANDARDS**

9.4 PERMITTED ENCROACHMENTS

An encroachment is the extension or placement of an attached or detached accessory structure or architectural feature into a required setback. Permitted encroachments are indicated in Table 9-1: Permitted Encroachments into Required Setbacks.

- A.** Additional restrictions on permitted encroachments, including additional placement restrictions and dimensional standards, can be found in Section 9.3. No accessory structure or architectural feature may encroach into the right-of-way.
- B.** No attached or detached accessory structure or architectural feature, with the exception of fences, is permitted to be located on any utility, drainage and/or access easement. If such is located on an easement and repair or replacement of the utility is needed, the cost of removing the attached or detached accessory structure or architectural feature is the responsibility of the owner of the structure. The City or utility is not responsible for the replacement of such structure.
- C.** Unless constructed concurrently with the principal building, attached or detached accessory structures or architectural features require a building permit, unless exempted by this section or Section 9.3.
- D.** Unless otherwise indicated, all accessory structures and architectural features must be at least five feet from any lot line, unless otherwise permitted or restricted by this section or Section 9.3.
- E.** When an attached or detached accessory structure or architectural feature regulated by Table 9-1 is permitted to locate in a required setback, it also indicates permission to locate in the corresponding yard.
- F.** When an attached or detached accessory structure or architectural feature regulated by Table 9-1 is prohibited to encroach in a required setback, the structure or architectural feature may be located in the corresponding yard beyond the required setback line unless specifically prohibited by Table 9-1 or Section 9.3.

Article 15. Subdivision Regulations – Required Public Improvements and Bonds

**ARTICLE 15. SUBDIVISION REGULATIONS –
REQUIRED PUBLIC IMPROVEMENTS AND BONDS**

- 15.1 APPLICABILITY
- 15.2 REQUIRED LETTERS AND PUBLIC IMPROVEMENT SPECIFICATIONS
- 15.3 PUBLIC WAYS AND UTILITIES
- 15.4 LOT CONFIGURATION
- 15.5 COMMON OPEN SPACE
- 15.6 NATURAL LAND CHARACTERISTICS
- 15.7 STORM WATER MANAGEMENT
- 15.8 PUBLIC RIGHTS-OF-WAY
- 15.9 DRAINAGE AND STORMWATER SEWERS
- 15.10 WATER FACILITIES
- 15.11 WASTEWATER SEWERS
- 15.12 UTILITIES AND UTILITY EASEMENTS
- 15.13 PUBLIC USES
- 15.14 EASEMENTS GENERALLY
- 15.15 SUBDIVISION NAME
- 15.16 MONUMENTS
- 15.17 IMPROVEMENT COSTS AND PERFORMANCE BONDS
- 15.18 MAINTENANCE OF IMPROVEMENTS
- 15.19 INSPECTION OF IMPROVEMENTS

15.9 DRAINAGE AND STORMWATER SEWERS

All stormwater drainage systems must be separate and independent from any wastewater sewer.

A. Accessibility to Public Stormwater Sewers

1. Where a public storm sewer is accessible, generally within 300 feet, the developer must install connections to stormwater sewer facilities. Stormwater sewer lines must be extended through and to the end of the development as determined by the City Engineer.
2. If a connection to a public stormwater sewer will be provided eventually, as verified by the City Engineer, the developer must make arrangement for future stormwater disposal by that public system at the time the plat receives final approval. Provisions for such connection must be incorporated into the performance bond required for the final plat.
3. All underground stormwater conveyances will be inspected by the City to ensure proper installation prior to acceptance by the City. All DVD recording, or other electronic format acceptable to the City, and inspection must be performed by the developer for verification.
4. All underground stormwater conveyances that are found to be contaminated with sediment must be cleaned by equipment suitable for the work performed and by the Public Works Director and all material or installation defects must be repaired to the satisfaction of the City at the developer's expense. All final work will be re-verified by pipe camera inspection on DVD recording, or other electronic format acceptable to the City, by the developer.
5. If no access to public stormwater sewers are within a reasonable distance, adequate provision must be made for the disposal of stormwater, in compliance with the Storm Water Management Ordinance.
6. Storm sewer lines must be extended through and to the end of the development when requested by the City Engineer to service future development.
7. Public stormwater sewer pipe must be installed in public rights-of-way or public dedicated easements. Pipe or other stormwater structures must be placed in the center of easements and no closer than five feet from the edge of any public right-of-way.
8. Surface swales draining multiple lots cannot flow over sidewalks or curbs. Surface water flow must be intercepted by area drains or headwalls and piped to the nearest underground storm sewer system.

B. Storm Water Drainage Calculations Specifications

Article 15. Subdivision Regulations – Required Public Improvements and Bonds

All stormwater drainage calculations must be submitted to the City Engineer as part of the plan approval process for site plans, preliminary plats, and planned developments. Calculations must include the following:

1. Surface water drainage calculations for each drainage sub-basin within the development. This must include the 100-year and 25-year maximum discharge in accordance with Title 18 of the Municipal Code. Other information must include runoff coefficients and time of concentration for each drainage sub-basin associated with stormwater inlets or other conveyance systems to channel and or intercept surface water flows.
2. Inlet capacity of stormwater inlets along with any storm water bypass. Inlets capacity calculations must include the clogging factor used by the engineer in the design.
3. Width of surface water spread on streets prior to interception of flows by inlets.
4. Maximum flow capacity for each stretch of stormwater sewer pipe between manholes along with the HGL associated with anticipated flows.
5. Pipe roughness coefficient used for design.
6. Sub-basin characteristics such as max flow, runoff coefficients, time of concentration, peak discharge.
7. Hydrological methods used for surface water calculations must follow the methodologies and practices outlined in the Tennessee Department of Transportation Division Drainage Manual, except where design standards are otherwise described in this article.

C. Dedication of Drainage Easements

1. Where a subdivision is traversed by a watercourse, drainage way, channel, or stream, either a stormwater easement or drainage way conforming substantially to the lines of such watercourse, and of appropriate width and construction, must be provided. Where open drainage ways are utilized, they must be designed for a 25-year flood. In addition, the 50-year and 100-year storm events must be evaluated by the developer's engineer to determine if additional capacity is necessary due to the potential of flooding during high intensity storm events.
2. Where topography or other conditions within a 25-year, 50-year and/or 100-year stormwater conveyance make the inclusion of drainage facilities within a public way impractical, perpetual unobstructed easements are required. Such easements must be a minimum of 20 feet wide. Easements containing storm sewer, sanitary sewer and or water lines must have a minimum width that is adequate to provide for a ten foot separation between pipelines and allow ten feet from the centerline of the outside pipes to the easement boundary. Easements must be indicated on the preliminary and final plats. Drainage easements must be carried from the public way to a natural watercourse or other drainage facilities.
3. When a new drainage system is to be constructed that will carry water across private land outside the subdivision, appropriate drainage rights and easements must be secured and indicated on the plat.
4. The applicant must preserve an area, parallel to the watercourse, containing a width equal to and not less than two times the water course width (as measured from top-of-bank to top-of-bank). This area will be designated as a water quality buffer zone easement and cannot be disturbed by the proposed development. Details of this requirement are located within the City's Water Quality Buffer Zone Policy.
5. Along watercourses, low-lying lands within any floodway, as determined by the Planning Commission whether or not included in areas for dedication, must be preserved and retained in their natural state as drainage ways.

D. Accommodation of Upstream Drainage Areas

A culvert or other drainage facility must be large enough to accommodate potential runoff from its entire upstream drainage area, whether inside or outside the subdivision. Necessary facilities will be sized based on the construction specifications and assuming conditions of maximum potential watershed development permitted by any zoning regulations.

E. Effect on Downstream Drainage Areas

The Planning Commission will also study the effect of each subdivision on existing downstream drainage facilities outside the area of the subdivision. Where it is anticipated that the additional runoff incident to the development of the subdivision will overload an existing downstream drainage facility, the Planning Commission may withhold approval of the subdivision until provision has been made for adequate improvement of such drainage facilities in such sum as the

Article 15. Subdivision Regulations – Required Public Improvements and Bonds

Planning Commission determines. No subdivision will be approved unless adequate drainage is provided to an adequate drainage watercourse or facility.

F. Spring or Surface Water On Site

The developer may be required by the Planning Commission to transport by pipe or open ditch any spring or surface water that may exist prior to or as a result of the subdivision. Such drainage facilities must be located in the public way, where feasible, or in perpetual unobstructed easements of appropriate width, and must be constructed in accordance with the storm water construction specifications.

1. When a solid style fence is installed in a Public Utility Drainage Easement ("PUDE"), a minimum four inch (4") separation between the bottom of the fence and the approved finished grade is required. If the fence has vertical gapped slats that would allow for water flow (as shown in the example below), the separation is not required. If the fence is not located within a PUDE, the separation is not required.



2. For fences located within or adjacent to drainage easements, floodplains, or areas necessary for stormwater conveyance, the Public Works Director or their designee may require greater clearance as necessary to maintain adequate stormwater flow and access for maintenance activities.
3. Failure to maintain the required clearance that allows the unrestricted flow of stormwater shall constitute a violation of this code and may require modification or removal of the fence at the property owner's expense.
4. An inspection will be conducted and an inspection fee will be assessed in accordance with the City's adopted fee schedule.

G. Floodplain Areas

The Planning Commission may prohibit, when it deems it necessary for the health, safety, or welfare of the present and future population of the area or necessary to the conservation of water, drainage, and sanitary facilities, the subdivision of any portion of the property that lies within the floodplain of any stream or drainage course. The regulatory floodway must be preserved from any and all destruction or damage resulting from clearing, grading, or dumping of earth, waste material, or stumps.

H. Areas of Poor Drainage

Whenever a plat is submitted for an area which is subject to flooding, the Planning Commission may approve such subdivision provided that the applicant fills the affected floodway fringe area of said subdivision so that public right-of-way elevations are at no less than two feet above the regulatory flood elevation and first floor elevations (including basements) at no less than two feet above the regulatory flood elevation. The plat of such subdivision must provide for a floodway along the bank of any stream or watercourse of width sufficient to contain or move the water of the regulatory flood, and no fill may be placed and no building nor flood-restrictive structure may be erected or placed in the floodway.

I. Design Standards**1. Detention Volume**

The required detention volume must be that volume necessary, given the hydraulic characteristics of the primary outlet structure, to attenuate the post-development of mass outflow of water from the structure from hour 11 to hour 18 of the 24-hour storm to a level not to exceed the pre-development mass outflow for the same time period for both the 2-year and 5-year 24-hour storms. Detention storage volume must be drained within 72 hours.

2. Maximum Release Rate

The release rate from any detention pond must be for the site for the same storm prior to the proposed development. The peak outflow rate from the 2-year 24-hour storm, 10- year 24-hour storm, and 25-year 24-hour storm cannot exceed that of the site prior to development. Detention facilities must have a primary discharge

Article 15. Subdivision Regulations – Required Public Improvements and Bonds

structure capable of accommodating the 24-hour storms up through the 25-year with an emergency overflow capable of handling at least the 100-year 24-hour post development discharge unless waived by the Planning Commission.

3. Storm Sewer Design Requirement

Design storm frequency for land use/development type for storm systems must be as follows:

- a. Residential 25-year storm
- b. Commercial/Business/Industrial 25-year storm
- c. For drainage swales, lined channels and natural channels, the system must be designed to carry the 100-year storm and have the capacity to convey storm runoff without life hazard or property damage.

4. Existing Water Facilities

- a. Existing streams, lakes, and wetland cannot be modified for use as stormwater detention or retention ponds.
- b. On-stream impoundments are prohibited.

5. Stream Buffer Requirements

No stormwater management facilities may be located within streamside buffers, nor can they be detrimental to such buffers, unless a plan with appropriate mitigation is authorized by the City Engineer.

6. Stormwater Detention and Surface Infiltration Basins

Stormwater detention and surface infiltration basins must be design as naturalized basins for multiple uses, including stormwater detention, habitat enhancement and passive recreation use. Basins cannot be designed solely for stormwater detention purposes.

- a. Stormwater basins must be designed and incorporated into usable open space, accessible and open to the public.
- b. Water level fluctuations between the normal and high water level cannot exceed 18 inches for the 2-year design event and cannot exceed five feet for the 100-year design event.
- c. If fish are to be supported at least 25% of the permanent pool of water must be a minimum of ten feet in depth.
- d. Detention and outlet structure must be located at opposite ends of the basin to maximize water quality benefits.
- e. For wet detention basins, water entry slopes between one foot above and one foot below cannot exceed ten to one (10:1) to minimize shoreline erosion. Shallow entry angle will improve water quality treatment and increase aquatic habitat.
- f. Drainage area for wet detention ponds is a 15 acre minimum, to ensure hydrologic input sufficient to maintain permanent pool. Ten acres or less may be acceptable, particularly if the groundwater table is intercepted and a water balance indicates that a permanent pool can be sustained.

7. Stormwater Inlets

- a. Stormwater Inlets must be John Bouchard 3103 V Curb inlet or 3300-V Curb Inlet.
- b. Clogging factor for design and spacing must be 50%.
- c. Inlets cannot be spaced in the pathway or ADA ramps and must intercept surface water before ADA ramps.
- d. All stormwater inlet boxes must be precast with inlet and outlet pipes grouted inside and outside to make the joint water tight

Article 15. Subdivision Regulations – Required Public Improvements and Bonds

8. Stormwater Manholes

- a. Manholes must be installed at the end of each line, at all changes in grade, size or alignment at all sewer main intersections and at distances not greater than 400 feet apart for sewers 18 inches in diameter and not greater than 450 feet apart for sewer greater than 18 inches in diameter.
- b. Floor troughs must be furnished for all sewers entering manholes. A larger diameter manhole must be utilized in order to properly construct floor troughs where the incoming sewer inverts are substantially higher than the outgoing sewer invert. At all manholes with a change of direction, a drop from the entrance to the outlet of at least 0.1 feet must be provided to account for head loss through the manhole. Additional drop in elevation may be required for sewer mains 12 inches and larger. Inverts must be U-shaped to the pipe crown before sloping at a one to twelve (1:12) slope to the manhole walls.
- c. Four foot diameter manholes can be used for pipes up to 18 inches. Five foot diameter manholes must be used for pipes 21 inches in diameter and larger.
- d. Manhole frame and cover must be John Bouchard 1111 or approved equal.

9. Stormwater Pipe, Manholes, Catch basins, Inlets and Pipe End Walls, and Bedding Aggregate

- a. Reinforced concrete pipe must conform to the minimum standards for Class III, ASTM C76, and must be utilized under roadways and all paved areas whether public or private development. All RCP stormwater pipe and structure joints and connections must be grouted with non-shrink grout and/or otherwise sealed both inside and out. Butylene gasket materials must also be utilized within pre-cast manholes and structures to further seal the joints and connections.
- b. Concrete and HDPE storm piping connections must be sealed with proper collar rings when applicable and directed by the City.
- c. Dual wall polypropylene (PP) storm drainage pipe (18" to 60") is also allowed for use within paved areas (public and private) only if the installation requirements and backfill materials are utilized as recommended by the manufacturer. Dual walled smooth interior PP pipe must be in accordance with AASHTO HB Section 30, T-341, R-16 and MP-21-11 along with ASTM C969, C1103, D2321, D3212, F477, F1417, F2487, F2736, and F2881. Detectable warning tape must be utilized in the trench of the PP pipe when installed.
- d. HDPE pipe is permitted outside of paved areas as long as its installation is in accordance with the manufacturer's recommendations.
- e. All stormwater piping must have a minimum velocity of three feet per second.
- f. All pipe headwall must be of TDOT Class A Concrete. Poured in place headwalls cannot be less than 12 inches thick for pipes 18 inches through 30 inches. Precast discharge structures must meet the requirements of TDOT standard drawings.
- g. Nyloplast (H20) structures is permitted in turf areas.

10. Excavation, Bedding, and Backfill

- a. A minimum cover of two feet is required on all PP pipe. Six inches of pipe bedding of TDOT No. 67 stone is required for all PP pipe.
- b. A minimum cover of two feet is required for all storm drainage pipe installation whether RCP or PP pipe. Approved backfill soil material, free of any rock material greater than two inches or total depth backfill with TDOT No. 67 stone allowed. Approved soil backfill must be at maximum lifts of eight inches compacted to 98% density.
- c. Where in public or private roadway, if soil backfill is utilized an additional two year maintenance bond is required above the standard one year maintenance bond to assure no settlement or pipe failures occur.
- d. Pipe bedding for HDPE must be as per manufacturer's requirements. Backfill for HDPE pipe must be free of rocks. Minimum cover above HDPE pipe is two feet.

Article 15. Subdivision Regulations – Required Public Improvements and Bonds

11. Roadway Drainage Systems

Drainage structures to be constructed within streets and driveways are to be installed prior to construction of the pavement base. Roadway drainage systems must provide adequate capacity so that the spread of water in the roadway:

- a. Be limited so that not more than one traffic lane is inundated in either direction for arterial roadways.
- b. Leave at least one lane free of water in each direction for collectors.
- c. Be limited so as to maintain a minimum of one lane (eight feet total) free of water for local roads.

12. Culverts

The design flow for culverts is based on the following return frequencies:

- a. 100-year, 24-hour for residential collector and commercial road crossings.
- b. 25-year, 24-hour for residential roads and crossings.

13. Drainage Ditches

- a. Through lot drainage ditches must be built to a grade that will provide positive drainage, and in no case may the slope of the ditch be less than 0.5% slope with a preferred slope of 1%.
- b. Stormwater cannot be directed in such a manner that it flows outside of the designated easements or rights of way during a 25-year rainfall event.
- c. If excessive grades or elevations dictate, gutters and downspouts must be directed in a manner to prevent stormwater drainage onto neighboring property at lower elevations.
- d. All drainage ditches must be stabilized to prevent erosion as indicated by the protection shown in the Table 15-1: Erosion Protection.

Table 15-1: Erosion Protection			
Upstream	Seed	Sod	Concrete Lined
18" pipe	Grades less than 3%	Grades 3 to 12%	Grades greater than 12%
21" to 24" pipe	Grades less than 1.5%	Grades 1.5% to 7%	Grades greater than 7%
30" to 36"	Grades less than 1%	Grades 1% to 4%	Grades greater than 4%
42" and greater	Not applicable.	Grade 1% to 2.5%	Grades greater than 2.5%

- e. Ditches that require lining with concrete must be lined to a height above the bottom of the ditch no less than one-half the diameter of the nearest culvert (upstream). However, in no case can the lining extend less than one foot above the bottom of the ditch.
- f. Lined ditches must be constructed of TDOT Class A. Concrete
- g. Ditches that require sodding must be sodded to the top of the slope of the ditch. The sod must consist of a live, dense, well rooted growth of permanent grasses free from Johnson grass and other objectionable grasses, and suitable for the soil in which it is to be placed.

RESOLUTION 26-207

**A RESOLUTION APPROVING THE CONTRACT BETWEEN THE CITY OF
SPRING HILL AND THE REGIONAL TRANSPORTATION AUTHORITY
(RTA), AUTHORIZING PAYMENT OF ANNUAL SERVICE FEES AND
MEMBERSHIP DUES, AND AUTHORIZING THE MAYOR TO EXECUTE THE
CONTRACT**

WHEREAS, the Regional Transportation Authority (RTA) provides transportation opportunities that improve air quality and promote economic growth throughout its member communities; and

WHEREAS, the City of Spring Hill is an active member in the Regional Transportation Authority and has participated in the Regional Bus Service between Nashville and Spring Hill; and

WHEREAS, the City of Spring Hill wishes to continue participation in the regional bus services provided by RTA.

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

1. Authorizes the payment of \$42,237.00 to RTA for services rendered for a contract term of July 1, 2026 through June 30, 2027. (Due July 1, 2026)
2. Authorizes the payment of \$5,032.00 for membership dues (Due September 1, 2026)
3. Authorizes the Mayor of Spring Hill, TN to sign contract with Regional Transportation Authority.

BE IT FURTHER RESOLVED that the contract attached hereto is incorporated herein by reference and made a part of this Resolution.

**Passed and adopted by the Board of Mayor and Aldermen of the City of Spring Hill,
Tennessee on this 6th day of July 2026.**

Matt Fitterer, Mayor

ATTEST:

April Goad, City Recorder

LEGAL FORM APPROVED:

Patrick Carter, City Attorney



STAFF MEMORANDUM

TO: Board of Mayor and Aldermen
FROM: Carter Napier, City Administrator
DATE: July 2, 2026
SUBJECT: Resolution 26-207 – Regional Transportation Authority (RTA) Contract and Annual Membership Dues

BACKGROUND

The attached resolution authorizes the City of Spring Hill to continue its participation with the Regional Transportation Authority (RTA) for Fiscal Year 2026-2027.

Continued participation in the RTA provides commuter bus service between Spring Hill and Nashville and supports regional transportation initiatives that enhance mobility, improve air quality, and promote economic development.

FINANCIAL IMPACT:

- Payment of \$42,237.00 for the City's annual regional bus service contract for the period of July 1, 2026, through June 30, 2027.
- Payment of \$5,032.00 for the City's annual RTA membership dues.

SUPPORTING DOCUMENTS:

Resolution, Memo



City of Spring Hill, April Goad, City Recorder
199 Town Center Parkway
Spring Hill, Tennessee 37174
agoad@springhilltn.org
(931)451-0960



A Service of RTA

May 14, 2026

430 Myatt Drive
Nashville, TN 37115
WeGoTransit.com
615-862-5969

Randall Hutto, Chair
Mayor Wilson County

Paige Brown, Vice Chair
Mayor City of Gallatin

Edward Cole, Secretary
Governor Appointee
Davidson County

Stephen G. Bland
Chief Executive Officer

Debbie Frank
Deputy CEO
Growth and Development

Amanda Vandegrift
Deputy CEO
Finance and Administration

Andy Burke
Chief Operating Officer

Vince Malone
Chief of Staff & Administration

Nick Oldham
Chief Safety & Security Officer

Mayor Hagaman —

The Regional Transportation Authority of Middle Tennessee (RTA) was established in 1988 pursuant to Section 64-8-101, Tennessee Code Annotated, to serve the counties of Davidson, Sumner, Williamson, Wilson, Robertson, Cheatham, Maury, Dickson, and Rutherford for the following purposes:

- to plan, finance, construct, operate, maintain, and manage mass transit systems in response to the growing need for regional solutions to traffic congestion; and
- to develop multimodal transportation necessary for economic growth and environmental sustainability.

Because of your continued support, RTA can continue to provide transportation services that will help us make a difference long term.

The time has come to renew the annual Commuter Bus Service contract for the 95X- Franklin/Spring Hill services for FY27 (July 1, 2026, to June 30, 2027).

I have attached the following documents for your review:

- Cover letter
- The proposed FY27 service contract
- The proposed FY27 service budget(s)
- The invoice for your FY27 subsidy support of \$42,237
- The route schedule(s) with map

Once you have approved the bus service contract, please sign and return it to me by email. An electronic copy of the fully executed contract will be returned to you by email once our CEO signs it.

Feel free to contact me if you have any questions.

Regards,

Melissa Brown
Grants and Special Projects Coordinator
WeGo Public Transit | RTA of Middle Tennessee
430 Myatt Drive, Nashville, TN 37115
Direct: 615-880-3581, Fax: 615-862-4127
melissa.brown@nashville.gov

**CONTRACT NO. 2011273-CSH
BETWEEN
REGIONAL TRANSPORTATION AUTHORITY
AND
CITY OF SPRING HILL**

This Contract, entered on the 1st Day of July 2026 by and between the Regional Transportation Authority, located at 430 Myatt Drive, Nashville TN 37115, (hereinafter "RTA"), and the City of Spring Hill, located at 199 Town Center Parkway, Spring Hill, TN 37174, (hereinafter "the City"). This contract is for the provision of Commuter Bus Service (hereinafter "Service(s)") between Nashville/Davidson County and the City of Spring Hill.

The RTA was established pursuant to statutory law enacted by the Tennessee General Assembly, T.C.A. 64-8-101 et seq.

A. SCOPE OF SERVICES

The RTA shall provide Service between Nashville/Davidson County, and City of Spring Hill, Tennessee. The City shall have no obligation for Services rendered by the RTA which are not performed within the specified period or between the specified route terminuses.

B. TERM

The Contract term start date shall be July 1, 2026, the Contract end date shall be June 30, 2027.

C. PAYMENT

In consideration of RTA's provision of Services, the City shall provide RTA with the amount of forty-two thousand two hundred thirty-seven dollars (\$42,237.00).

The RTA shall invoice the City for its route subsidy share as stated above and shown in Attachment 1 & 2. RTA will send the city a lump sum invoice in the amount of \$42,237.00 to be paid directly to RTA. The amount represents the full amount owed to RTA by the City.

The City shall send payment to RTA, 430 Myatt Drive, Nashville, TN 37115, ATTN: Accounting Department.

D. STANDARD TERMS AND CONDITIONS

1. Neither RTA nor the City are bound by this Contract until it is executed by the parties.
2. This Contract may be modified only by a written amendment executed by all parties hereto.
3. The RTA may terminate this Contract and the Service obligations if adequate Grant Funds are not available to continue the Service. In the event of termination, the City shall receive a share of any of their route subsidy that remains. The reimbursement will be determined by dividing the \$29,850.00 by 12 and multiplying that amount by the number of months the city did not receive Service.
4. The RTA warrants that no person shall be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the performance of this Contract or in the employment practices of the RTA on the grounds of handicap and/or disability, age, race, color, religion, sex, national origin, or any other classification protected by Federal, Tennessee State constitutional, or statutory law. The RTA shall, upon request, show proof of such nondiscrimination and shall post in conspicuous places, available to all employees and applicants, notices of nondiscrimination.
5. The RTA warrants that no part of the Contract amount shall be paid directly or indirectly to an employee or official of City as wages, compensation, or gifts in exchange for acting as an officer, agent, employee, or consultant to the RTA in connection with any work contemplated or performed relative to this Contract.
6. This Contract shall be governed by and construed in accordance with the laws of the State of Tennessee.
7. As part of the RTA yearly audit, a full audit of this project will be conducted by an outside auditing firm and made available to the city. All financial records will be consistent with internal accounting procedures.

IN WITNESS WHEREOF, as of the date written above, the parties have caused this Contract to be signed by their duly authorized representatives.

Regional Transportation Authority

City of Spring Hill

Stephen G. Bland, CEO

Date

Date

1
https://metronashville.sharepoint.com/sites/FinanceAccounting/Shared Documents/Grants Management/RTA/Coordinator Activities/4-BUS Partner Subsidy & Dues/FY27/1.Partner Contracts
FY27/FY27 #95 -Spring Hill- RegionalBusServiceContract-CSH.docx 2011273-C



Spring Hill Express (95X) Commuter Bus Svc Budget
FY2027 Forecast Budget

	FY26	FY27
Days of Service [365 days - 104 days in weekends - 7 weekday holidays]	254	254
Number of Daily Trips	8	8
Ridership (estimate)	12,050	12,050
Operating Hours per Day (including deadhead)	20.50	20.50
Cost per hour of Service	\$144.32	\$149.00
TOTAL Daily Cost of Service	\$2,959	\$3,055
<u>Cost of Service</u>		
Cost of Runs [hrs/day X Cost/hr X 254 days]	751,584	775,957
Prorated Share of Fee for No Missed Service		14,634
Board-Initiated Bus RESERVE	123,340	115,594
<i>Total Costs</i>	874,924	906,185
<u>Estimated Revenues</u>		
Estimated Cash Fares/Pass Sales	32,029	35,752
JARC Funding for Mid-Day		
CARES ACT Funding to "Keep Service Whole"		
ADD: RTA \$5307 Operating Funding		
Federal (50%)		
Local Match (50%)		
ADD: CMAQ Funding		
Federal	467,711	490,645
TDOT Match on CMAQ	58,464	61,331
TDOT Operating Subsidy	62,218	63,955
<i>Total Estimated Revenues</i>	620,422	651,683
<i>Estimated Net Cost</i>	254,502	254,502
<u>Regional Subsidies *</u>		
Spring Hill	42,237	42,237
Franklin	56,185	56,185
Williamson County	78,040	78,040
Davidson County	78,040	78,040
* includes funds contributed to RESERVE		
<i>Total Partner Contributions</i>	254,502	254,502
Balance	0	0

<https://metronashville.sharepoint.com/sites/FinanceAccounting/Shared Documents/Grants Management/RTA/Coordinator Activities/4-BUS Partner Subsidy & Dues/FY27>

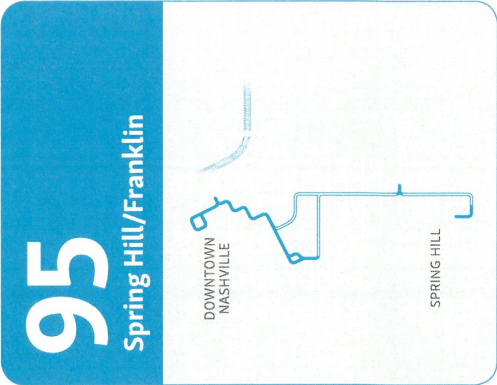
Weekdays						to Nashville
Spring Hill Kroger on Port Royal	Williamson County Ag Expo Park	21st & Children's Way	20th & West End	Duff/Central Bay 14	7th & Harrison	
6	5	4	3	2	1	
5:45	6:05	6:40	6:48	7:08	7:13	
5:51	6:11	-	-	6:55	7:00	
6:17	6:41	-	-	7:25	7:30	
6:32	6:57	7:32	7:40	8:00	8:05	

Bold times denote p.m. hours.

Weekdays						from Nashville
7th & Harrison	Duff/Central Bay 14	21st & West End	21st & Children's Way	Williamson County Ag Expo Park	Spring Hill Kroger on Port Royal	
1	2	3	4	5	6	
3:30	3:40	-	-	4:24	4:44	
3:50	4:00	4:16	4:20	5:14	5:34	
4:00	4:10	-	-	5:02	5:22	
4:48	4:58	5:14	5:18	6:12	6:32	

The bus may leave this stop early.

No service Saturdays, Sundays, or holidays.



January 4, 2026



For More Information

Customer Care
615-862-5950
6:30 a.m. to 8:00 p.m. – Monday-Friday
8:00 a.m. to 5:00 p.m. – Saturday
10:30 a.m. to 2:30 p.m. – Sunday

Elizabeth Duff Transit Center at WeGo Central
400 Dr. Martin L. King Jr. Blvd.
4:45 a.m. to 1:15 a.m. – Daily

Administrative Offices
615-862-5969
430 Myatt Drive
8:00 a.m. to 4:30 p.m. – Monday-Friday
Closed weekends and holidays

Stay Connected

WeGo Transit
@WeGoTransit
@WeGoTransit

WeGo Transit
WeGoTransit.com
WeGoTransit.com/alerts
customer.comments@nashville.gov

Title VI of the Civil Rights Act of 1964 states that "No Person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance." For more information on Title VI, visit WeGoTransit.com.

Title VI

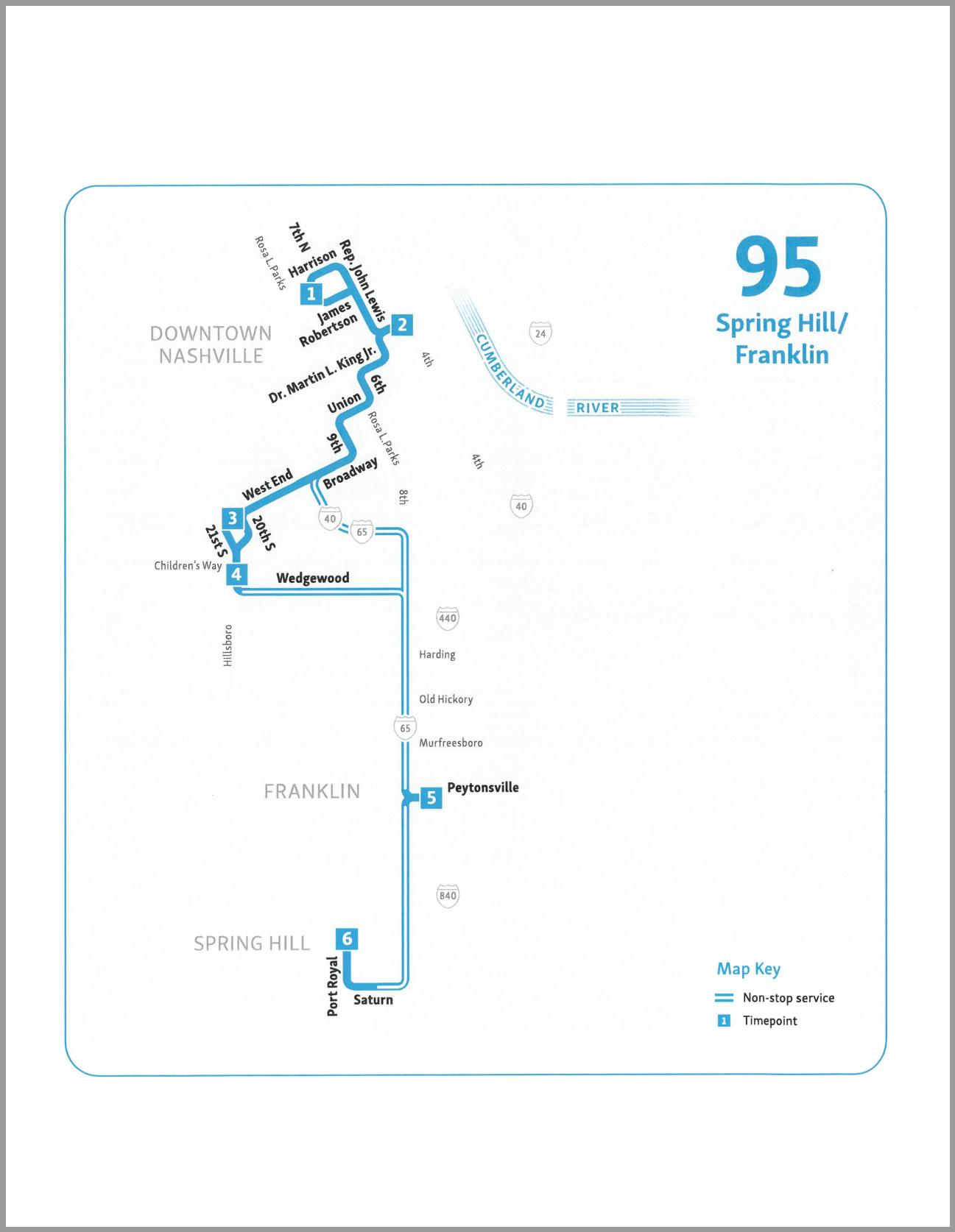
WeGo Public Transit makes reasonable accommodations in order for individuals with disabilities to fully use transit services. All requests should be made in advance by filling out and submitting a Reasonable Accommodation Request form. For more information on Reasonable Accommodations, visit WeGoTransit.com.

ADA

Regional Fares

1-Ride Regional Bus\$4.25
1-Ride Regional Bus Discounted* ...\$2.00
20-Ride Regional Bus\$73.50
Star Shuttles (Routes 64 & 93) ...Free

Active military and veterans ride free with military ID.
Children age 4 and younger ride free.
*Youth, seniors, persons with disabilities, and medicare cardholders may be eligible for discounted fares and passes. Apply at Duff/Central.
QuickTicket is WeGo's fare payment system, available as a reloadable card or the QuickTicket by WeGo app. Exact cash is also accepted on the bus. However, no change, change cards, transfers, or on-bus passes will be given. Customers can also use their contactless credit card, debit card, or mobile wallet to ride with WeGo, using tap-to-pay.
For more information on QuickTicket, visit QuickTicketTN.com.





RTA MEMBERSHIP DUES INVOICE

07/01/2026 – 06/30/2027

City of Spring Hill
P. O. Box 789
199 Town Center Parkway
Spring Hill, TN 37074

DUES

\$5,032.00

TOTAL DUE BY SEPTEMBER 1, 2026

**Payable to: Regional Transportation Authority (RTA)
430 Myatt Drive Nashville, TN 37115**

Thank you so much for your support of the RTA. This invoice is for your Annual Membership Dues. Dues are calculated at a rate of \$0.10 per capita or \$500.00, whichever is greater. This is based on the population figures of the latest certified population of Tennessee incorporated municipalities and certified population of Tennessee counties as reported by the Department of Economic and Community Development on July 1, 2025. Please contact Melissa Brown at (615) 880-3581 or melissa.brown@nashville.gov should you have any questions.

RESOLUTION 26-211

A RESOLUTION OF THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF SPRING HILL, TENNESSEE, AUTHORIZING THE MAYOR TO EXECUTE A DEVELOPMENT AGREEMENT WITH D.R. HORTON, INC. REGARDING HARVEST POINT PHASE 18B

WHEREAS, D.R. Horton, Inc. ("Developer") owns approximately 84.88 acres of property located within the City of Spring Hill known as Harvest Point Phase 18B; and

WHEREAS, the Property has been developed for one hundred sixty-five (165) single-family residential lots, and the Developer has secured municipal wastewater capacity sufficient to serve forty-eight (48) lots pursuant to Spring Hill Ordinance 25-29; and

WHEREAS, the Developer desires to record the final plat for Harvest Point Phase 18B and proceed with development of the lots for which wastewater capacity has been allocated; and

WHEREAS, pursuant to the Development Agreement, the Developer agrees that it shall not seek additional building permits beyond the currently allocated forty-eight (48) lots until the decentralized sewer improvements have been completed and all applicable requirements have been satisfied; and

WHEREAS, the Board of Mayor and Aldermen finds that entering into the Development Agreement is in the best interest of the City, promotes the orderly development of the Property, protects the City's wastewater capacity, and supports compliance with applicable regulatory requirements.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF SPRING HILL, TENNESSEE, THAT:

Section 1. Approval of Development Agreement.

The Board of Mayor and Aldermen hereby approves the Development Agreement between the City of Spring Hill and D.R. Horton, Inc., substantially in the form presented to the Board.

Section 2. Authorization to Execute.

The Mayor is hereby authorized and directed to execute the Development Agreement, together with such non-substantive revisions, corrections, or modifications as may be approved by the City Attorney and City Administrator, provided that such revisions do not materially alter the intent of the Agreement approved by the Board. The Mayor, City Administrator, City Recorder, and other appropriate City officials are further authorized to execute any documents and take such actions as may be necessary to carry out the intent of this Resolution.

Section 3. Effective Date.

This Resolution shall take effect immediately upon its adoption, the public welfare requiring it.

PASSED AND ADOPTED by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee, this 6th day of July, 2026.

Matt Fitterer, Mayor

ATTEST:

April Goad, City Recorder

LEGAL FORM APPROVED:

Patrick Carter, City Attorney

DEVELOPMENT AGREEMENT

This Development Agreement ("Agreement") is entered into between the **D.R. Horton, Inc.** ("DRH" or "Developer") and the **City of Spring Hill** ("Spring Hill" and together the "Parties") to be effective on the Effective Date.

WHEREAS, certain terms used in these recitals are defined in Section 2; and

WHEREAS, the Developer is the owner of approximately eighty-four and eighty eight one hundredths (84.88) acres of real property, which property is described by metes and bounds and depicted on **Exhibit A** (the "Property"); and

WHEREAS, the Property is located entirely within the municipal boundaries of Spring Hill, Tennessee (the "City"); and

WHEREAS, the Developer has developed one hundred sixty-five (165) single-family lots on the Property which shall require sewer service ; and

WHEREAS, the Developer has recorded three plats for the Property based upon its phasing plan; and

WHEREAS, the Developer has created the final of four Plats for the Property attached as **Exhibit B** (the "Plat") but has yet to record it; and

WHEREAS, the Developer has secured an allocation of capacity to connect to municipal sewer service sufficient for forty-eight (48) lots on the Property (the "Permitted Lots") pursuant to Spring Hill Ordinance 25-29;

WHEREAS, the Developer has applied for twenty-three (23) of the forty-eight (48) available building permits to date; and

WHEREAS, the Developer desires and intends to design, construct, and install certain on-site and/or off-site sewer improvements to serve the remaining development of the Property ("Sewer Improvements"), and

WHEREAS, the Parties agree that the Developer shall coordinate, oversee, and pay for the design and construction of the Sewer Improvements in accordance with this Agreement and Applicable Law, as hereinafter defined; and

WHEREAS, the Developer desires to record the Plat and apply for building permits for the Permitted Lots;

WHEREAS, the City expressed concerns that the filing of the Plat would result in the Developer being entitled to sewer capacity from the City beyond the capacity for forty-eight lots; and

WHEREAS, in order to allay the City's concerns and allow for the immediate filing of

the Plat and applications of building permits for the Permitted Lots, the Parties agreed to enter into this Agreement wherein the City would allow the filing of the Plat and subsequent applications for building permits on the Permitted Lots and the Developer would agree not to seek additional permits for development beyond its current allocation of forty-eight (48) Permitted Lots on the Property until the completion of the Sewer Improvements; and

NOW, THEREFORE, in consideration of the foregoing premises, the mutual covenants contained herein, and for such other good and valuable consideration the receipt and adequacy of which are hereby acknowledged, the Parties agree as follows:

SECTION 1 **RECITALS**

The recitals in this Agreement, cited above, are true and correct and establish the basis upon which the Parties enter into this Agreement.

SECTION 2 **DEFINITIONS**

Unless the context requires otherwise, the following terms shall have the meanings hereinafter set forth:

Agreement means this Development Agreement.

Applicable Law means all applicable governmental laws, statutes, orders, ordinances, codes, rulings, common law, regulations, directives and decrees, now in force or hereafter enacted.

City means the City of Spring Hill, a chartered Tennessee Municipality located in Williamson and Maury County.

Contractor means the entity contracted with by the Developer to perform the Work.

Construction Schedule means the schedule for the performance of the Sewer Improvements

Effective Date means the date on which the last of the Parties has executed this Agreement.

Engineer means T-Square Engineering, 1329 West Main Street, Franklin, TN 37064

Notice means any notice required or contemplated by this Agreement (or otherwise given in connection with this Agreement).

Permitted Lots means the forty-eight (48) lots located at the Property for which the Developer has sewer capacity allocated by the City.

Plat means the subdivision plat attached hereto as **Exhibit B**.

Property means the real property described by metes and bounds and depicted on **Exhibit A** consisting of approximately eighty-four and eighty-eight hundredths (84.88).

Project means the decentralized Sewer Improvements the Developer intends to install, whether on the Property or on additional land within the Harvest Point development which is controlled by Developer.

Sewer Improvements means a decentralized sanitary sewer treatment and disposal facility with appurtenant equipment, structures, means of access, and drip irrigation fields. .

Work means the construction and services required of the Contractor and includes all other labor, materials, equipment, and services provided or to be provided by the Contractor in completing the Sewer Improvements.

SECTION 3

COMPLETION OF THE PROJECT

3.1 Completion of the Sewer Improvements. The Developer shall coordinate, oversee and pay for the design and construction of the Sewer Improvements and ensure that the Work is performed in a commercially reasonable time and manner in accordance with the applicable vested development standards, and all other applicable laws and regulations.

3.2 Upon Completion of the Project, Developer shall cause the Sewer Improvements to be operated, maintained, and dedicated in accordance with the Applicable Law then in effect.

SECTION 4

PLAT RECORDING AND LIMITATION ON BUILDING PERMITS

4.1 Plat Recording. The Developer shall have the right to record the Plat following the Effective Date.

4.2 Building Permits. Upon recording of the Plat, the Developer may apply for building permits for the Permitted Lots as required under Applicable Law. The Developer shall seek no further building permits for lots on the Property until the completion of the Sewer Improvements. For avoidance of doubt, the Developer's right to apply for up to forty-eight (48) building permits under this Agreement is not tied to specific lots. Any of the one hundred and sixty-five (165) lots on the Property may be a permitted lot, subject to the limitation that Developer may only apply for a total of forty-eight (48) permits until it achieves completion of the Sewer Improvements.

SECTION 5

ASSIGNMENT

5.1 Assignment. The Parties shall not assign or transfer this Agreement or delegate any of its obligations or duties hereunder without the prior written consent of the other Parties, which shall not be unreasonably withheld, conditioned or delayed.

SECTION 6

TERM

6.1 Term. The term of this Agreement shall extend through the completion of the

Sewer Improvements. Any provision of this Agreement expressly creating obligations extending beyond the term of this Agreement will survive the expiration or termination of this Agreement, regardless of the reason of such termination.

SECTION 7 ADDITIONAL PROVISIONS

7.1 Recitals. The recitals contained in this Agreement: (a) are true and correct as of the Effective Date; (b) form the basis upon which the Parties negotiated and entered into this Agreement; and (c) reflect the final intent of the Parties with regard to the subject matter of this Agreement. In the event it becomes necessary to interpret any provision of this Agreement, the intent of the Parties, as evidenced by the recitals, shall be taken into consideration and, to the maximum extent possible, given full effect. The Parties have relied upon the recitals as part of the consideration for entering into this Agreement and, but for the intent of the Parties reflected by the recitals, would not have entered into this Agreement.

7.2 Notices. Any notice, submittal, payment, or instrument required or permitted by this Agreement to be given or delivered to any Party shall be deemed to have been received when personally delivered or 72 hours following deposit of the same in any United States Post Office, registered or certified mail, postage prepaid, addressed as follows:

To Developer:	D.R. Horton, Inc. Attn: Matt McKendree 819 Seven Oaks Blvd. Smyrna, TN 37167
With a copy to:	Winstead PC Attn: Keith Randall 1221 Broadway, Suite 2030 Nashville, TN 37203
To City of Spring Hill:	City of Spring Hill Attn: Dan Allen 199 Town Center Parkway P.O. Box 789 Spring Hill, TN 37174
With a copy to:	Wolaver, Carter & Hogan Attn: Patrick M. Carter; City Attorney 809 South Main Street Suite 100 Columbia, TN 38401

Any Party may change its address or addresses for delivery of notice by delivering written notice of such change of address to the other Party.

7.3 Interpretation. The Parties acknowledge that each has been actively involved in

negotiating this Agreement. Accordingly, the rule of construction that any ambiguities are to be resolved against the drafting Party will not apply to interpreting this Agreement. In the event of any dispute over the meaning or application of any provision of this Agreement, the provision will be interpreted neither more strongly for nor against any Party, regardless of which Party originally drafted the provision.

7.4 Time. In this Agreement, time is of the essence and compliance with the times for performance herein is necessary and required.

7.5 Authority and Enforceability. The Parties represent and warrant that this Agreement has been approved by appropriate action of the Parties, and that each individual executing this Agreement on behalf of the Parties has been and is duly authorized to do so. Each Party respectively acknowledges and agrees that this Agreement is binding upon such Party and is enforceable against such Party, in accordance with its terms and conditions and to the extent provided by law.

7.6 Unless Otherwise Agreed Upon. Unless otherwise specifically agreed upon herein, all prior planning and zoning approvals and requirements of the applicable vested development standards shall remain applicable and enforceable.

7.7 Severability. This Agreement shall not be modified or amended except in writing signed by the Parties. If any provision of this Agreement is determined by a court of competent jurisdiction to be unenforceable for any reason, then: (a) such unenforceable provision shall be deleted from this Agreement; (b) the unenforceable provision shall, to the extent possible and upon mutual agreement of the Parties, be rewritten to be enforceable and to give effect to the intent of the Parties; and (c) the remainder of this Agreement shall remain in full force and effect and shall be interpreted to give effect to the intent of the Parties.

7.8 Applicable Law: Venue and Jurisdiction. This Agreement is entered into pursuant to, and is to be construed and enforced in accordance with, the laws of the State of Tennessee with exclusive venue and jurisdiction in the state courts of Maury County.

7.9 Non-Waiver. Any failure by a Party to insist upon strict performance by the other Party of any material provision of this Agreement shall not be deemed a waiver thereof, and the Party shall have the right at any time thereafter to insist upon strict performance of any and all provisions of this Agreement. No provision of this Agreement may be waived except in writing, signed by the Party waiving such provision. Any waiver shall be limited to the specific purposes for which it is given. No waiver by any Party of any term or condition of this Agreement shall be deemed or construed to be a waiver of any other term or condition or subsequent waiver of the same term or condition.

7.10 Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original and constitute one and the same instrument.

7.11 Exhibits. The following exhibits are attached to this Agreement and are incorporated herein for all purposes:

Exhibit A	Property Description
Exhibit B	The Plat

7.12 Force Majeure. No Party shall be liable or responsible to the other Party, nor be deemed to have defaulted under or breached this Agreement, for any failure or delay in fulfilling or performing any term of this Agreement (except for any obligations to make previously owed payments to the other Party hereunder) when and to the extent such failure or delay is caused by or results from acts beyond the impacted Party's ("Impacted Party") reasonable control, including, without limitation, the following force majeure events ("Force Majeure Event(s)") that frustrates the purpose of this Agreement: (a) acts of God; (b) flood, fire, earthquake or explosion; (c) war, invasion, hostilities (whether war is declared or not), terrorist threats or acts, riot or other civil unrest; (d) government order or law; (e) actions, embargoes or blockades in effect on or after the date of this Agreement; (f) action by any governmental authority; (g) national or regional emergency; (h) strikes, labor stoppages or slowdowns or other industrial disturbances; (i) epidemic, pandemic or similar influenza or bacterial infection (which is defined by the United States Center for Disease Control as virulent human influenza or infection that may cause global outbreak, or pandemic, or serious illness); (j) emergency state; (k) shortage of adequate medical supplies and equipment; (l) shortage of power or transportation facilities; and (m) other similar events beyond the reasonable control of the Impacted Party."

7.13 Complete Agreement. This Agreement embodies the entire Agreement between the Parties and cannot be varied or terminated except as set forth in this Agreement, or by written agreement of the Parties expressly amending the terms of this Agreement.

7.14 Consideration. This Agreement is executed by the Parties without coercion or duress and for substantial consideration, the sufficiency of which is hereby acknowledged.

[SIGNATURE PAGES FOLLOW, AND

THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK]

**EXECUTED BY THE PARTIES TO BE EFFECTIVE ON THE EFFECTIVE
DATE:**

D.R. Horton, Inc.

By: _____
Name: _____
Title: _____

City of Spring Hill:

By: _____
Name: _____
Title: _____

EXHIBIT A**PROPERTY DESCRIPTION**

Beginning at an iron pin found at the intersection of the south margin of Beechcroft Road and the west margin of Patriot Drive, being the northeast corner of the property herein described; thence leaving Beechcroft Road and with the west margin of Patriot Drive and the west line of Williamsburg Subdivision, Section 2, S 07°52'54" W, 2754.37' to an iron pin found, being the southwest corner of Williamsburg Subdivision, Section 2; thence with the south lines of Williamsburg, Subdivision, Section 2, Beechcroft Subdivision, Section 2, and Plantation Subdivision, S 82°04'18" E, 1448.08' to an iron pin found on the east side of Walden Branch, being the northwest corner of Harvest Point Subdivision, Phase 13A; thence leaving Plantation Subdivision and with the west line of Harvest Point Subdivision, Phase 13A, the following calls: S 31°05'45" W, 240.73'; thence S 75°27'37" W, 110.38'; thence S 22°11'48" W, 234.02'; thence S 13°01'04" W, 246.60'; thence with a curve turning to the right with a radius of 1050.00', an arc length of 206.39', with a chord bearing of S 71°21'04" E, and a chord length of 206.06' to a point at the northwest corner of the westerly terminus of Harvest Point Boulevard; thence along the westerly terminus of said road, S 24°16'48" W, 100.00' to a point at the southwest corner of the westerly terminus of said road; thence along the south margin of said road and with a curve turning to the right with a radius of 950.00', an arc length of 247.61', with a chord bearing of S 58°15'12" E, and a chord length of 246.91' to a point, being the northernmost corner of Harvest Point Subdivision, Phase 13B; thence leaving the margin of Harvest Point Boulevard and with the west line of Harvest Point Subdivision, Phase 13B, the following calls: S 47°13'11" W, 165.26'; thence with a curve turning to the right with a radius of 350.00', an arc length of 88.50', with a chord bearing of S 54°27'46" W, and a chord length of 88.26'; thence S 61°42'22" W, 59.81'; thence with a curve turning to the left with a radius of 700.00', an arc length of 113.35', with a chord bearing of S 57°04'02" W, and a chord length of 113.23'; thence S 52°25'41" W, 196.86' to an iron pin found in the north line of Harvest Point Subdivision, Phase 12; thence leaving Harvest Point Subdivision, Phase 13B and with the north line of Harvest Point Subdivision, Phase 12, N 51°17'02" W, 440.60' to a point in the center of Walden Branch, being the northwest corner of Harvest Point Subdivision, Phase 12; thence leaving the center of Walden Branch and with a new severance line, the following calls: N 08°03'33" W, 69.68'; thence N 03°13'45" W, 23.78'; thence N 39°53'02" E, 110.37'; thence N 27°43'37" E, 69.90'; thence N 36°12'03" E, 63.14'; thence N 31°28'46" E, 56.92'; thence N 80°27'04" W, 404.66'; thence with a curve turning to the right with a radius of 850.00', an arc length of 710.32', with a chord bearing of N 56°30'40" W, and a chord length of 689.83'; thence S 43°14'38" W, 91.47'; thence S 46°45'21" E, 20.00'; thence S 43°14'39" W, 66.56'; thence with a curve turning to the right with a radius of 1000.00', an arc length of 493.38', with a chord bearing of N 21°46'06" W, and a chord length of 488.39'; thence with a curve turning to the right with a radius of 2426.27', an arc length of 574.44', with a chord bearing of N 00°51'47" W, and a chord length of 573.09'; thence N 05°55'11" E, 13.78'; thence N 84°04'49" W, 70.00'; thence S 04°36'29" W, 140.47'; thence N 82°48'19" W, 10.79'; thence with a curve turning to the left with a radius of 100.00', an arc length of 63.69', with a chord bearing of S 78°56'52" W, and a chord length of 62.62'; thence N 07°11'41" E, 23.83'; thence N 32°50'01" W, 130.55'; thence N 82°04'09" W, 115.96' to a point in the east line of Jamestowne Subdivision, Section 1; thence with the east line of Jamestowne Subdivision, Section 1, N 08°04'01" E, 1096.13' to an iron pin found, being the southwest corner of Presley; thence leaving Jamestowne Subdivision, Section 1 and with the south line of Presley,

s 81°55'59" E, 261.45' to an iron pin found, being the southeast corner of Presley; thence with the east line of Presley, the following calls: N 08°11'16" E, 573.16' to an iron pin found; thence N 47°06'02" W, 214.28' to an iron pin found; thence N 16°16'37" E, 79.45' to an iron pin found; thence N 22°28'40" E, 96.53' to an iron pin found; thence N 12°26'24" W, 133.22' to an iron pin found; thence N 08°11'16" E, 58.22' to an iron pin found; thence N 22°28'20" E, 56.01' to an iron pin found; thence N 29°16'06" W, 36.78' to an iron pin found; thence N 04°02'24" E, 102.62' to a point in the south margin of Beechcroft Road, being the northeast corner of Presley and the northwest corner of the property herein described; thence along the margin of Beechcroft Road, the following calls: N 89°23'14" E, 238.54'; thence S 89°37'55" E, 602.64' to the Point of Beginning. Containing 84.88 Acres, as surveyed by T-Square Surveying, J. Mark Cantrell, RLS #1859, dated 11-14- 2023.

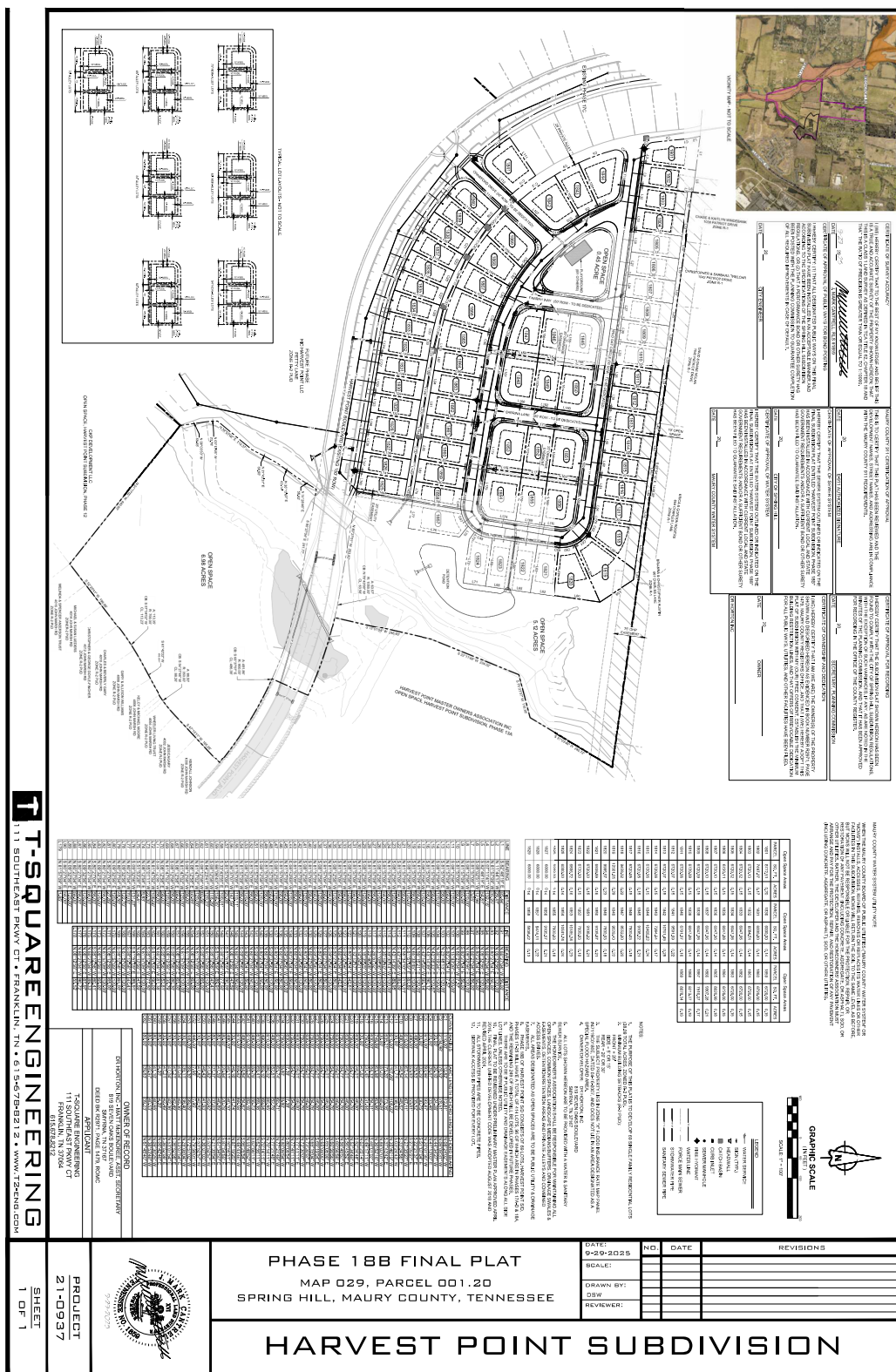
Being the same property conveyed to CKPB Properties, LLC, a Tennessee limited liability company, by deeds of record in Book R2784, page 41; Book 2956, page 1201; Book 2961, page 1208, Register's office for Maury County, Tennessee.

EXHIBIT B

THE PLAT

[Insert Plat]

DEVELOPMENT AGREEMENT – Page 10
4908-9782-6691v.1 73726-1 12/18/2025





STAFF MEMORANDUM

TO: Board of Mayor and Aldermen
Carter Napier, City Administrator

FROM: Vernon Gerth, Interim Development Services Director
Tyler Scroggins, Public Works Director

DATE: July 6, 2026

SUBJECT: Legacy Pointe Update – Construction of Temporary Intersection for
Crossings Boulevard and Kedron Road

RECOMMENDATION:

None provided for this discussion. Staff and representatives from the Legacy Pointe development team will be updating the Board of Mayor and Aldermen on the construction of the temporary intersection improvements at Crossings Boulevard and Kedron Road associated with the Legacy Pointe development and to be aware of the resulting changes in service levels.

BACKGROUND:

The Legacy Pointe mixed-use development was approved by the Board of Mayor and Aldermen in 2022 through Ordinance 22-24 (December 19, 2022) and was subject to several conditions of approval.

The project includes the extension of Crossings Boulevard, an arterial roadway, to its intersection with Kedron Road, another arterial roadway. As part of the development approval, transportation improvements identified in the project's Master Traffic Impact Study were required. That the latest revision of the Master TIS dated March 16, 2026, was recently approved by the Spring Hill Municipal Planning Commission.

Since that approval, City staff and representatives of the Legacy Point development team have met weekly to coordinate the scope, timing, and sequencing of both the temporary and permanent intersection improvements. Because the road improvements will require a permit from the Tennessee Department of Transportation (TDOT), the group has worked closely with TDOT representatives throughout the review process to ensure that both the temporary and final intersection improvements meet the TDOT and City requirements.



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The temporary intersection improvements at Crossings Boulevard and Kedron Road were presented to both the Transportation Advisory Committee and the Board of Mayor and Aldermen last fall. Based on the updated traffic analysis, the intersections in the immediate area and movements are expected to operate at or within the City's adopted Level of Service (LOS) standards of D and E. The only anticipated exception is the traffic travel south from Old Kedron Road toward Reserve Boulevard during peak travel periods as Phases 1A, 1B, 2A, and 2B near full occupancy and while the permanent improvements to Kedron Road are under construction.

Following the presentation, the Board of Mayor and Aldermen will have ample opportunity to ask questions and discuss the proposed improvements.

FINANCIAL IMPACT:

The project developer will assume all costs related to installing and maintaining these temporary improvements. A performance bond has been submitted. The construction of the improvements is anticipated to commence within thirty (30) days with completion in ninety (90) days.

SUPPORTING DOCUMENTS:

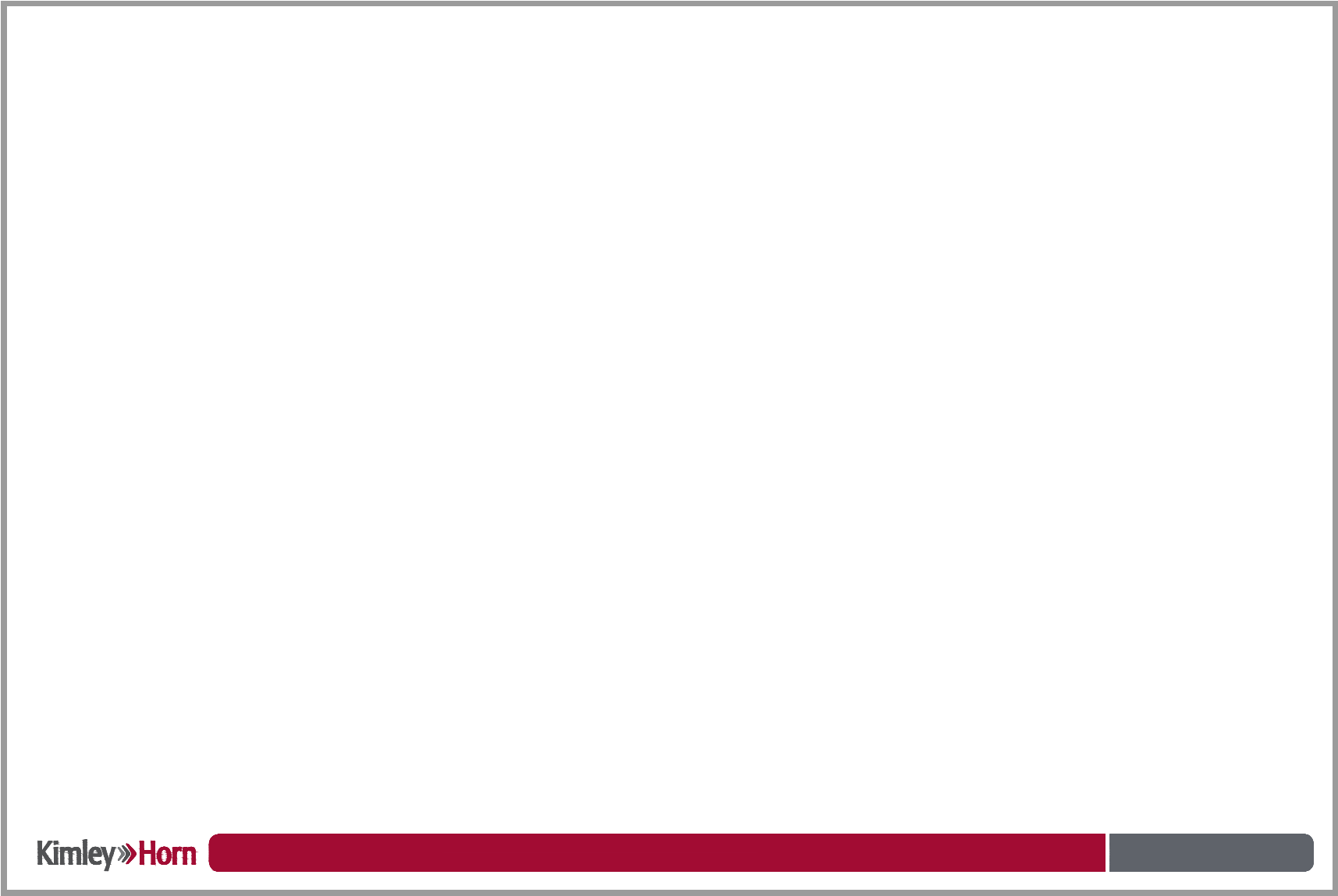
Attached are exhibits that illustrate the design and the expected Levels of Service after the initial phasing is constructed and occupied as per restrictions established by the sewer moratorium, including project phases 1A, 1B, 2A, 2B. Traffic Engineers Gerald Bolden and Kennedy Adams will have a video of the model that visually illustrates the impact on traffic in the immediate area.



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STAFF MEMORANDUM

TO: Board of Mayor and Aldermen
FROM: Kayce Williams, Parks and Recreation Director
DATE: June 29, 2026
SUBJECT: Parks and Recreation Master Plan RFQ

RECOMMENDATION:

This discussion item is to update the Board of Mayor and Aldermen on the Request for Qualifications (RFQ) for the Parks and Recreation Master Plan and authorize staff to enter contract negotiations.

BACKGROUND:

The City issued a Request for Qualifications (RFQ) for the Parks and Recreation Master Plan on March 17, 2026. The Parks and Recreation Master Plan serves as a strategic planning tool for guiding policy decisions, capital investments, land acquisition, park development, and recreational programming for the next 10 years. The RFQ is included in your packet.

A total of nine (9) proposals were received in response to the RFQ. Proposals were evaluated and scored by city staff and the Parks and Recreation Commission, in accordance with the criteria outlined in the solicitation and in compliance with the City's purchasing policies.

Following the evaluation process, the top three scoring candidates were interviewed by the Parks and Recreation Commission and staff on June 11, 2026. Hodgson Douglas Landscape Architects (HDLA) was identified as the most responsive and responsible proposer whose submission provides the best qualifications to the City. The proposal meets the project requirements and includes all necessary components to deliver a complete and functional master plan.

Staff will be bringing a formal resolution to BOMA for consideration on the July 20 agenda. This discussion is intended to provide BOMA an opportunity to review the proposal and ask any questions prior to the formal conseration

FINANCIAL IMPACT:

Funding for this project was included in the City's approved FY 25/26 budget and will be brought back in BA#1 to roll it forward into this fiscal year's budget.

SUPPORTING DOCUMENTATION:

- RFQ Document
- HDLA Submittal
- Scoring sheet



City of Spring Hill | Parks and Recreation
199 Town Center Parkway
Spring Hill, Tennessee 37174
kwilliams@springhilltn.org

CITY OF SPRING HILL, TENNESSEE

REQUEST FOR QUALIFICATIONS

FOR

Parks and Recreation Master Plan



March 17, 2026

**City of Spring Hill, Tennessee
Request for Qualifications (RFQ)
Parks and Recreation Master Plan**

Issuing Agency: City of Spring Hill
199 Town Center Parkway
Spring Hill, TN 37174

RFQ Issue Date: March 17, 2026

Statements of Qualifications Due: April 14, 2026 at 2:00 PM CST

1. Introduction

The City of Spring Hill, Tennessee is requesting Statements of Qualifications from qualified consulting firms to assist the City in preparing a comprehensive Parks and Recreation Master Plan. The selected consultant will work collaboratively with City staff, the Parks and Recreation Commission, and the Board of Mayor and Aldermen to develop a strategic plan to guide the future development, maintenance, and programming of the City's parks and recreation system.

The purpose of this project is to establish a clear vision, goals, and implementation strategies for parks, open space, trails, recreation facilities, and programming over the next ten (10) years.

2. Community Background

Spring Hill is located approximately 35 miles south of Nashville and spans portions of both Maury and Williamson Counties. The City currently covers approximately 28.7 square miles and is experiencing rapid growth. The population is estimated to exceed 60,000 residents and is projected to grow by approximately 78 percent by the year 2030.

This growth presents both challenges and opportunities for the City as it seeks to maintain and enhance quality of life through well-planned parks, recreation facilities, green space, and programming opportunities.

The City previously adopted a Parks and Recreation Master Plan in 2020 and now seeks to update and expand that planning effort to ensure the park system continues to meet the needs of current and future residents.

3. Project Overview

The Parks and Recreation Master Plan will serve as a strategic planning tool for guiding policy decisions, capital investments, land acquisition, park development, and recreational programming for the next decade.

The selected consultant will analyze existing park assets, identify gaps in service, engage the community, and develop implementable recommendations for the future growth and management of the City's parks and recreation system.

4. Scope of Work

The scope described below represents the minimum expected services. Respondents are encouraged to expand upon this framework based on their experience and best practices.

Following selection, the City reserves the right to refine the final scope of work through negotiations with the selected consultant.

4.1 Project Administration

The consultant shall:

- Conduct an on-site project kickoff meeting with City staff.
- Establish project goals, roles, communication protocols, and timeline.
- Provide regular progress updates throughout the project.
- Participate in periodic meetings with the Parks and Recreation Director.
- Co-present project progress and findings with City staff to the Board of Mayor and Aldermen.

4.2 Community Engagement

A robust public engagement process is essential to the success of this project. The consultant shall:

- Review previous engagement materials and planning documents.
- Develop a comprehensive public engagement strategy.
- Facilitate stakeholder meetings, workshops, and/or focus groups.
- Conduct outreach to residents, stakeholders, and park users.
- Implement strategies designed to ensure participation from diverse and underrepresented populations.
- Provide summaries of engagement results.

4.3 Resource and Data Collection

The consultant shall evaluate the current state of the City's parks and recreation system by:

- Reviewing relevant planning documents such as the Comprehensive Plan, prior Parks Master Plan, greenway plans, and Capital Improvement Plans.
- Conducting an inventory and assessment of existing parks, trails, green spaces, and recreation facilities.
- Comparing current resources against national park planning benchmarks.
- Conducting a statistically valid community needs assessment survey.
- Evaluating demographic trends using U.S. Census and other relevant data sources.
- Assessing programming participation, land use trends, and opportunities for future acquisitions.

4.4 Needs Assessment and Analysis

The consultant shall analyze collected data to:

- Identify service gaps in parks, recreation facilities, and programming.
- Evaluate park accessibility and geographic distribution.
- Determine level-of-service standards for parks and recreation facilities.

- Identify future park and recreation needs based on projected population growth.

4.5 Implementation Strategy

The consultant shall prepare a detailed implementation strategy including:

- Prioritized recommendations for park development and improvements.
- Recommend uses on existing city-owned land.
- Identification of potential land acquisition opportunities.
- Recommendations for maintenance, operations, and staffing.
- Identification of potential funding sources and implementation strategies.
- Recommendations for partnerships and collaborative opportunities.

4.6 Final Master Plan

The final Parks and Recreation Master Plan shall include:

- Community vision and guiding principles
- Inventory and analysis of existing conditions
- Needs assessment findings
- Level-of-service benchmarks
- Capital improvement recommendations
- Implementation strategies
- Funding considerations

5. Deliverables

The selected consultant will provide the following deliverables:

- Community engagement summary report
- Parks and recreation needs assessment results
- Draft Parks and Recreation Master Plan
- Final Parks and Recreation Master Plan
- Executive summary suitable for public distribution

The consultant shall provide seven (7) printed color copies of the final plan and one electronic PDF copy.

6. Presentations

The consultant shall provide a minimum of three (3) presentations:

1. Initial findings presentation to Parks and Recreation Commission and City staff
 2. Draft master plan presentation to the Board of Mayor and Aldermen
 3. Final presentation of the adopted plan to the Board of Mayor and Aldermen
-

7. Evaluation Criteria

Statements of Qualifications will be evaluated based on the following criteria:

Criteria	Weight
Qualifications and availability of personnel and subconsultants	25%
Understanding of the project and responsiveness to the RFQ	20%
Project approach and methodology	25%
Relevant experience with similar Parks and Recreation Master Plans	30%

7.1 Selection Process

The City will review Statements of Qualifications and may shortlist the most qualified firms for further evaluation and interviews.

The City reserves the right to determine the evaluation process and to exercise discretion in the evaluation of Statements of Qualifications. The City may request additional information, conduct interviews, waive minor irregularities, or otherwise evaluate submissions in a manner deemed to be in the best interest of the City.

The City intends to negotiate a contract with the highest ranked firm. If negotiations are unsuccessful, the City reserves the right to terminate negotiations and begin negotiations with the next highest ranked firm.

Evaluation criteria are provided as a guideline and the City reserves the right to consider any factors it deems relevant to the successful completion of the project.

8. Statement of Qualifications Requirements

Submittals shall include the following information:

1. **Letter of Submission** identifying the firm and primary contact person.
2. **Firm Background** including experience preparing parks and recreation master plans.
3. **Project Approach** describing methodology, engagement strategy, and deliverables.
4. **Project Team** including resumes and roles of key personnel.
5. **Project Schedule** outlining key milestones.
6. **Insurance Information** summarizing professional liability coverage.
7. **References** for at least three (3) similar projects completed within the past five years.

9. Submittal Instructions

Respondents shall submit:

- One (1) original signed statement of qualifications
- Five (5) copies
- One (1) electronic copy (PDF format on USB drive)

Submittals must be clearly labeled:

"Spring Hill Parks and Recreation Master Plan RFQ"

and delivered to:

Kyle Therriault
Purchasing Agent
City of Spring Hill
199 Town Center Parkway
Spring Hill, TN 37174

Submittals must be received no later than **2:00 PM CST on April 14, 2026.**

Late submissions will not be considered.

10. Required Forms

Submittals must include the following completed documents:

- Letter of submission
- Firm background and qualifications
- Project approach
- Project team and resumes
- Project timeline
- References
- Summary of insurance coverage

Required Prior to Contract Execution

The selected consultant will be required to submit:

- Non-Illegal Immigrant Affidavit
- Iran Divestment Act Certification
- Certificate of Non-Collusion
- Title VI Compliance Form
- Certificate of Non-Discrimination
- Proof of Insurance

11. RFQ Questions

All questions regarding this RFQ must be submitted in writing to:

Kyle Therriault
Purchasing Agent
ktherriault@springhilltn.org

Responses to questions will be issued via addendum if necessary.

Questions must be submitted no later than 5:00 PM CST on [date].

12. Project Schedule (Tentative)

Milestone	Date
RFQ Issued	March 17, 2026
Statements of Qualifications Due	April 14, 2026
Consultant Interviews (if necessary)	May 4 - 8, 2026*
Parks and Recreation Commission Review	May 21, 2026*
Contract Award by BOMA	June 15, 2026*
Final Master Plan Completion	Approximately 9 months after signed contract.*

**The City reserves the right to adjust the schedule if needed.*

13. Reservation of Rights

This solicitation does not commit the City of Spring Hill to award a contract or to pay any costs incurred in the preparation of responses. The City reserves the right to accept or reject any or all submissions, waive minor irregularities, request additional information, negotiate with qualified respondents, or cancel this solicitation if it is determined to be in the best interest of the City.

14. Ownership of Documents

All documents, reports, data, maps, graphics, and materials prepared for this project shall become the property of the City of Spring Hill upon completion of the project.

Exhibit A

Firms	Qualifications of personnel	Project understanding	Approach to project and methodology	Relevant Experience	Total
Collier Engineering Co., Inc.	20	17	20	20	77
Hodgson Douglas Landscape Architects	23	19	23	27	93
Design Workshop	23	18	21	26	88
Kimley Horn	23	19	23	27	92
Mcgill Associates	20	18	20	26	84
CPL	23	19	22	26	90
WBA Architecture	21	18	20	20	78
Brandsetter Carroll, Inc.	24	19	23	27	92
Destination By Design	23	18	21	23	85

SPRING HILL T E N N E S S E E

STAFF MEMORANDUM

TO: Board of Mayor and Aldermen
FROM: Administration and Spring Hill Water
DATE: 07/01/2026
SUBJECT: Pure Water Spring Hill – APF Pilot BODR Approval

Purpose

The purpose of this agenda item is to review the Basis of Design Report for the Advanced Purification Pilot Project and discuss the proposed Construction Manager at Risk (CMAR) delivery method.

This is an important milestone because it establishes the framework for the remainder of the design process. It does not authorize construction. Instead, it confirms that the City, the design team, and TDEC are aligned on what the pilot facility will accomplish before the engineers begin preparing the final construction plans.

Background

Spring Hill's long-term challenge is securing enough water to meet future demands. Because withdrawals from the Duck River are limited, the City has been evaluating Advanced Purification as part of a long-term strategy to diversify our water supply while improving drought resiliency.

The pilot facility is the next step in that process. Rather than building a full-scale facility immediately, the pilot allows us to prove the treatment process, collect operational data, satisfy TDEC requirements, and use those lessons to help establish reuse regulations and design the permanent facility.

What is a Basis of Design Report?

Think of the Basis of Design Report as the project's blueprint before the blueprints. If you were building a house, you would first decide how many bedrooms you wanted, where the kitchen would go, and what the house should look like. After those decisions are made, then detailed construction drawings would be prepared.

This report serves that same purpose. It documents how the pilot will operate, what treatment processes will be used, what performance standards must be met, and how the facility will support both research and public education.



City of Spring Hill | Spring Hill Water

199 Town Center Parkway
Spring Hill, Tennessee 37174
dan.allen@springhilltn.org
931-486-2252

What Will the Pilot Do?

The pilot is essentially a small-scale version of the future Advanced Purification Facility.

It will allow the City to:

- Demonstrate that the treatment process consistently produces water that meets drinking water standards.
- Collect the operational data needed to design the full-scale facility.
- Train City staff.
- Demonstrate the technology to regulators.
- Educate the public about how advanced purification works.

The building is intentionally designed to feel familiar. Visitors will enter through a residential-style lobby with a presentation area and water tasting station before seeing the treatment equipment. The goal is simple: help people understand the process and build confidence in the quality of the water being produced.

Project Delivery

Staff is recommending that this project be delivered using the Construction Manager at Risk (CMAR) procurement method. This allows the City to bring a contractor onto the project during design rather than waiting until the plans are finished. That contractor works alongside the design team to review constructability, provide cost estimates, identify opportunities for savings, and reduce the likelihood of surprises during construction.

At the appropriate point in the design process, the Construction Manager will develop a Guaranteed Maximum Price (GMP) for the project. If accepted by the Board, the contractor becomes responsible for delivering the project within that guaranteed price, unless the City approves changes to the scope.

Given the specialized nature of this project and the fact that construction will occur on an active wastewater treatment plant, staff believes CMAR provides the best opportunity to manage cost, schedule, and construction risk.

This project represents an important step toward securing Spring Hill's long-term water future. This decision keeps that effort moving forward by approving the design framework and delivery strategy before detailed engineering begins.

Recommendation

Staff recommends that the Board:

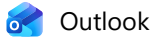
1. Accept the Basis of Design Report as the foundation for the next phase of design.
2. Confirm the use of the Construction Manager at Risk (CMAR) delivery method.
3. Authorize staff and the design team to proceed with final design and procurement activities.



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Remote Attachment:

[Link: BODR \(https://play.champds.c ... 4799f46d8047169f0df0ab59c3245.pdf\) \(LINK\)](https://play.champds.c...4799f46d8047169f0df0ab59c3245.pdf)



[External] Scannell Properties SHIP Project - Cleburn Rd

From Tom McCary <tomm@scannellproperties.com>

Date Wed 6/10/2026 4:02 PM

To Dan Allen <dan.allen@springhilltn.org>; Will Brasfield <wbrasfield@springhilltn.org>; Ryan LaMunyon <rlamunyon@springhilltn.org>; Patrick Carter <pcarter@mtlawgroup.net>

Cc Jon Michael <jon.michael@thompsonburton.com>; Ben Bradford <ben@thompsonburton.com>

All,

I am writing to discuss our proposed project off Cleburne Rd (Parcel 029 002.12). Last year, we received Site Plan Approval for our project from the Planning Commission. However, due to the recent sewer capacity issues and the resulting moratorium on new sewer-dependent developments, we have had to reassess our project. We now propose to use an onsite septic solution temporarily, until the city sewer capacity is restored, at which time we would transition from septic to the city sewer system. To proceed with this plan, we need several new approvals: revising the Site Plan Approval (SPA) to include the septic design, establishing a Memorandum of Understanding (MOU) with the city for design standards and governance, and obtaining a permit from TDEC for constructing the septic system. To date, we have received varied feedback from the city regarding the necessary order of these steps. Given that each approval is critical to our construction plan and since the results of some can influence others, we believe a logical sequence is necessary to avoid recurrence. The purpose of this letter is to outline the sequence that we feel is the most logical, given the requirements and results of each approval process, and to request confirmation from the city that this would be an acceptable approach.

The location of the septic field is a critical detail that will heavily influence the larger site plan and the design of the system itself, so we need to confidently determine where it will be located prior to beginning any other efforts. Because soils conditions have a huge impact on viability for a septic field, and because disturbed soils cannot be utilized, we need to identify a portion of the site that will be both outside the limits of disturbance (LOD) for our project and has suitable soils for septic. Several months ago, we asked a soil scientist to review the site and opine on location viability. He determined that there was only one area at the site that satisfied both these conditions: the very rear of the site. However, the rear of the site is subject to a pre-existing zoning condition that prohibits anything but landscaping in that area. We'd like to try working through a zoning amendment to add underground septic as an allowed improvement in that area. We feel this is a modest request because we feel this would still conform with the spirit of the original zoning condition (to keep industrial development at least 150' from the property line and establishing a green buffer space in between the industrial development and the neighboring residential properties). Because the septic field is underground, this zoning amendment wouldn't result in any visible changes in the protected area, which would remain green and include additional landscape buffering. Furthermore, a septic field is conceptually landscape-adjacent, as they're effectively just fancy irrigation/fertilization systems. Therefore, we'd like to request that we be allowed to pursue the Zoning Amendment first, as that will directly influence feasibility for our project and determine which area we should focus all our septic entitlement efforts on (if we're unable to get the Zoning Amendment, we'll need to dramatically redesign the entire site plan at significant cost).

After determining the location of our septic field, we feel that the MOU should occur next because that will establish the design standards and governance for the system, both of which seem foundational to the entire site layout and septic design, making it a logical predecessor to the SPA process. The SPA process will take the design one step further by requiring us to update our civil plan set to incorporate the septic and conform with the MOU. Once we have Amended Site Plan Approval, we would then proceed with fully designing the system in compliance with those approvals and go through the required permitting process with TDEC.

In conclusion, we're requesting that the city agree to allow us to proceed with the entitlement effort for our project in the following order: Zoning Amendment, MOU, SPA, and finally TDEC permitting. Each of these phases are highly influential to the next and going in an alternative sequence risks having to go back again (e.g. If we get SPA first, the MOU may determine that certain design standards or access requirements, or other details require that the SPA be tweaked, which could require another SPA amendment to conform with). Please let me know if you have any questions or concerns. I look forward to hearing back. Thank you.

Best,

Tom McCary

Director of Development

O: [+1 763 251 6300](tel:+17632516300) | C: [+1 952 220 1601](tel:+19522201601)
tomm@scannellproperties.com



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STAFF MEMORANDUM

TO: Board of Mayor and Aldermen
FROM: Carter Napier, City Administrator and Vincent Fuqua, Aldermen
DATE: 07/06/2026
SUBJECT: Approval of Resolution 26-XXX - Acceptance of Donation of Erwin Park

RECOMMENDATION:

Approve Resolution 26-XXX requesting Maury County's donation of Erwin Park to the City of Spring Hill.

BACKGROUND:

The City of Spring Hill may have the opportunity to receive Erwin Park from Maury County through a future donation. The proposal is currently under consideration by the Maury County Park Board and, if recommended, would subsequently require approval by the Maury County Commission before any transfer could occur. The City greatly appreciates Maury County's longstanding stewardship of the park and its willingness to donate this important community asset so it can continue to serve the citizens of Spring Hill.

As currently contemplated, the donation would include deed restrictions or other legally enforceable conditions intended to preserve the park in substantially its existing natural condition. Those restrictions are anticipated to limit future development, including such items as lighting, additional buildings or structures, athletic fields, and expansion of impervious surfaces. Should the City ultimately accept the donation, those restrictions would be binding upon the City and future Boards of Mayor and Aldermen in accordance with the terms of the conveyance documents.

Acceptance of the donation will allow the City to provide long-term maintenance, programming, capital improvements, and future planning while preserving the property as a public park. Following approval by both governing bodies, the parties will complete the necessary deed and closing documents prepared by legal counsel.

FINANCIAL IMPACT:

There is no immediate financial impact associated with approval of this Resolution. Should the proposed donation ultimately be approved by Maury County and accepted by the City, future operational and maintenance costs would become the responsibility of the City and would be addressed through the annual budget process. Any capital expenditures would remain subject to future approval by the Board of Mayor and Aldermen and any applicable deed restrictions governing



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the property.

SUPPORTING DOCUMENTS:

This Resolution represents the City's expression of interest in accepting a potential donation of Erwin Park should the proposal ultimately be approved by Maury County. Supporting documents include Resolution 26-XXX, Exhibit A (Property Map and Legal Description), and any future deed, restrictive covenants, or donation agreement establishing the terms and conditions of the conveyance. At the time of publication, the proposal remains under review by the Maury County Park Board and has not yet been approved by the Maury County Commission.



City of Spring Hill | Communications
199 Town Center Parkway
Spring Hill, Tennessee 37174

RESOLUTION 26-XXX

A RESOLUTION OF THE CITY OF SPRING HILL, TENNESSEE, REQUESTING THE MAURY COUNTY, TENNESSEE, COUNTY COMMISSION TO DONATE ERWIN PARK, LOCATED AT 3410 KEDRON ROAD, SPRING HILL, TENNESSEE 37174, TO THE CITY OF SPRING HILL FOR CONTINUED PUBLIC PARK, RECREATIONAL, AND OPEN SPACE PURPOSES

WHEREAS, Erwin Park has served the residents of Spring Hill and Maury County for many years as a valuable public park and recreational facility; and

WHEREAS, the City of Spring Hill recognizes and appreciates Maury County's longstanding stewardship of Erwin Park and values the County's willingness to donate the property so it may continue to serve the community as a public park; and

WHEREAS, the City of Spring Hill is the primary provider of municipal parks, recreation programs, greenways, and related public amenities for its residents; and

WHEREAS, local ownership of Erwin Park will promote efficient stewardship, maintenance, capital investment, long-range planning, and coordinated park operations; and

WHEREAS, it is the intent of the City of Spring Hill that Erwin Park be preserved in substantially its current natural character and continue to serve as passive public parkland, and the City acknowledges that acceptance of the property shall be subject to any deed restrictions, covenants, or other legally enforceable conditions placed upon the donation by Maury County; and

WHEREAS, the Board of Mayor and Aldermen finds that acceptance of this donation is in the best interests of the citizens of both Maury County and the City of Spring Hill; and

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF SPRING HILL, TENNESSEE, AS FOLLOWS:

1. The City of Spring Hill respectfully requests that the Maury County Commission approve the donation of Erwin Park, located at 3410 Kedron Road, Spring Hill, Tennessee 37174, together with the associated real property identified in Exhibit A, to the City of Spring Hill.
2. The City agrees that, upon acceptance of the donation, Erwin Park shall be maintained and preserved in accordance with any restrictions, conditions, or covenants included within the conveyance documents. Such restrictions may include, but are not limited to, limitations on the installation of lighting, construction of buildings or other structures, development of athletic fields, expansion of impervious surfaces, or other improvements inconsistent with preserving the property's passive park character. The City acknowledges that these restrictions shall be binding upon the City and its successors as provided in the conveyance documents.

3. The Mayor is authorized to execute all documents necessary to accept the donation following review by the City Attorney.
4. A certified copy of this Resolution shall be transmitted to the Maury County Mayor and Maury County Commission.

Nothing contained herein shall be interpreted as modifying, limiting, or superseding any restrictive covenant, deed restriction, conservation restriction, or other condition contained within the conveyance documents approved by Maury County.

Exhibit A shall include the legal description, tax map and parcel information, and location map.

Passed and Adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee on the ??? day of ?????, ????.

Matt Fitterer, Mayor

ATTEST:

April Goad, City Recorder

LEGAL FORM APPROVED:

Patrick Carter, City Attorney