



City Commission

Kingston Springs, Tennessee

March 16, 2023

Meeting Packet



**Kingston Springs Board of Commissioners
March 16, 2023 Public Hearing Agenda**

A. Call to Order:

The meeting was called to order by _____ at _____

B. Open Public Comments on the following:

Ordinance 23-001 amending Zoning Ordinance, ARTICLE 5.300 - MIXED USE DISTRICT ALLOWED USES AND FORM BASED STANDARDS, Sections 5.300.3 - Mixed Use District definitions, and 5.300.5 - Development standards, Subpart 2 (b) as recommended by the Kingston Springs Regional Planning Commission.

C. Adjournment

_____ adjourned the meeting at _____ p.m.

Francis A. Gross, III
Mayor

Jamie Dupré
City Recorder



**Kingston Springs Board of Commissioners
Regular Business Meeting Agenda
March 16, 2023**

1. Call to Order:

The meeting was called to order by _____ at _____ p.m.

2. Pledge of Allegiance:

3. Roll Call:

Board Members in Attendance:

Carolyn Clark, Commissioner _____
Tony Gross, Mayor _____
Mike Hargis, Commissioner _____
Glenn Remick, Vice-Mayor _____
Todd Verhoven, Commissioner _____

Staff in Attendance:

John Lawless, City Manager _____
Jamie Dupré, City Recorder _____
Martha Brooke Perry, City Attorney _____
Kellie Reed, Finance Director _____
Eugene Ivey, Police and Fire Chief _____
Brandy Miniati, Parks Director _____
Roger Parker, Public Works Director _____

4. Declaration of Quorum by Mayor

5. Motion to Approve the February 16, 2023, City Commission Meeting Minutes:

6. Motion to Approve the March 6, 2023, Special Called City Commission Meeting Minutes:

7. Motion to Approve the March 16, 2023, City Commission Meeting Agenda:

8. Announcements from Commissioners:

9. Community Input and Concerns:

10. Department Reports:

11. Legal Updates:

12. Unfinished Business:

- A. Motion to approve on Second Reading Ordinance 23-001 amending Zoning Ordinance, ARTICLE 5.300 - MIXED USE DISTRICT ALLOWED USES AND FORM BASED STANDARDS, Sections 5.300.3 - Mixed Use District definitions, and 5.300.5 - Development standards, Subpart 2 (b) as recommended by the Kingston Springs Regional Planning Commission**

13. New Business:

- A. Bid Selection and Approval – Grass Mowing Services Contract**
- B. Discussion/Acceptance of a portion of the property listed as Parcel 091N D 039.00 from Second South Cheatham Utility District.**
- C. First reading on motion to approve Ordinance 23-002 – Amending the 2022-2023 Kingston Springs fiscal budget.**
- D. Motion to approve Change Order 2 – TDOT PIN 123749.00 – Kingston Springs Safe Routes to School Project.**

14. Surplus:

- None

15. Other (For Discussion Only):

16. Reminders:

- Spring Rec Soccer begins in Burns Park on Saturday, March 18th
- Hands Only CPR and AED Training on Wednesday, March 21st at 6:00pm in the Activity Center in Burns Park.
- Board of Commissioners Workshop Session on Thursday, March 22nd.
- Kingston Springs City Hall will be closed Friday, April 7th for the Good Friday holiday.

17. Adjourn the Meeting:

Motion to adjourn the meeting.

Francis A. Gross, III
Mayor

Jamie Dupré
City Recorder



**Kingston Springs Board of Commissioners
Regular Business Meeting Minutes
February 16, 2023**

1. Call to Order:

The meeting was called to order by Mayor Gross at 7:00 p.m.

2. Pledge of Allegiance:

3. Roll Call:

Board Members in Attendance:

Carolyn Clark, Commissioner	Present
Tony Gross, Mayor	Present
Mike Hargis, Commissioner	Present
Glenn Remick, Vice-Mayor	Present
Todd Verhoven, Commissioner	Present

Staff in Attendance:

John Lawless, City Manager	Present
Jamie Dupré, City Recorder	Present
Martha Brooke Perry, City Attorney	Present
Kellie Reed, Finance Director	Present
Eugene Ivey, Police and Fire Chief	Present
Brandy Miniati, Parks Director	Present
Roger Parker, Public Works Director	Present

4. Declaration of Quorum by Mayor

Mayor Gross declared a quorum.

5. Motion to Approve the January 19, 2023, City Commission Meeting Minutes:

Motion to Approve the January 19, 2023 City Commission Meeting Minutes made by Vice-Mayor Remick, with a second by Commissioner Verhoven. Motion approved.

6. Motion to Approve the February 16, 2023, City Commission Meeting Agenda:

Commissioner Clark had a question about Item 12.C., and whether a decision had been made on survey being online or mailed. Mayor Gross said decision was for survey to be online. Commissioner Verhoven said he recalled saying to have it online, and if we did not have a good response, then mail survey. Mayor Gross said it would be discussed later in meeting

when we are on that agenda item. Motion to approve the February 16, 2023 City Commission Meeting Agenda made by Vice-Mayor Remick, with a second by Commissioner Hargis. Motion approved.

7. Announcements from Commissioners:

Vice-Mayor Remick thanked Roger Parker and Public Works team for their good work in salting roads during recent bad weather events. He also noted that Harpeth Conservancy will weed wrangle on March 4 from 10-2 at Burns Park. They are also planting native trees along Harpeth on February 18th.

8. Community Input and Concerns:

Robert Sanders, 225 Woodlands Drive, congratulated Commissioner Verhoven as a new commissioner and thanked Vice-Mayor Remick for responding to him on some issues regarding the sidewalk/paving on Luyben Hills. Sanders then voiced his opposition to 20-mph speed limit in neighborhoods.

Scott Summers, 795 S. Harpeth Road, spoke about construction related to Golf Club of DBI, LLC.

Commissioner Clark read a letter from Larry Mullens, 189 Walnut Dr, sharing his opposition to the proposed sale of the Kingston Springs Sewer System.

9. Department Reports:

A. Discussion on wastewater line maintenance.

City Attorney Perry stated that she investigated this after the discussion at last month's Commission meeting about wastewater line maintenance, and found discrepancies between the sewer ordinance and the end-user contract. The ordinance and the contract should agree. The ordinance says Town is responsible for maintenance of tank every five years, and property owner is responsible for maintenance of line from tank to street. User contract has a discrepancy with this language. It states that town will maintain tank and lines to main sewer line. Commissioner Clark asked whether that answered Ms. Yoho's question as to whether town owned her pump. Perry said according to the ordinance, the property owner, in this case Ms. Yoho, is responsible. Commissioner Clark said when Town repaired pump in 2021 was that a fluke? Perry said it would have been a mistake. Commissioner Clark said a letter should be sent to Ms. Yoho telling her that is the case. Commissioner Hargis asked if there was a contract stating we would take care of her pump. Commissioner Clark said it was Ms. Yoho's understanding, and that the sale of the property was contingent on the Town taking ownership of the pump. Commissioner Hargis asked if the ordinance and the contract both needed to be changed because of the discrepancy. Perry said they need to match. Commissioner Hargis said he thinks original intent was the same as all sewer

companies, that the property owner is responsible for line from house to the road, not the Town. He said we should make the change so that it is clear the property owner owns the service line. Attorney Perry and City Manager will address the contract to get it in line with ordinance. A letter should be sent to Mrs. Yoho stating it was a mistake for Town to repair pump on her property. City Manager will work with City Attorney to draft and send letter.

City Manager Lawless updated the Board on a conversation with Board of Second South Cheatham Utility District about acquiring a portion of their property located next to Town-owned property where Farmers Market is held. SSCUD Board was open to giving the Town that piece of property. The Town will need to accept that parcel at the March meeting. Once that is done, it will need to go before Planning Commission for plat revision.

10. Legal Updates:

None.

11. Unfinished Business:

A. Discussion on status updates on the following items. Sponsored by Commissioner Clark:

- **Wastewater – Status of SCDA system, Mapping by Austin Peay students – Comprehensive Planning.**
City Manager Lawless said a request for proposal on SCDA will be published next week. Hopefully we will receive several proposals, and will come back before this board in March for acceptance. The mapping and comprehensive planning are on hold until Town decides what it is going to do with the sewer system. Commissioner Clark said she took class on Utility Board comprehensive planning. She also learned there are loans available for this type of work, and City Manager said it is an option for future use. It will be a topic for budget workshop.
- **Placement of 20 mph speed limit signs on residential streets (Ordinance passed Feb. 2022).**
City Manager Lawless said the 35 mph signs have been placed on West Kingston Springs Road. They are doing an inventory of current 20 mph signs and where to place additional ones.
- **Purchase and placement of Feedback signs on EKS and Mt. Pleasant. (C. Clark survey results).**
City Manager Lawless said he was having difficulty in locating affordable feedback signs. The last two bids were a little over \$2000 per sign. A location for placement on East Kingston Springs Road has been determined, and he asked for suggestions

for placement on Mt. Pleasant to assure it does not become a nuisance for property owners in the vicinity of the sign. He said they are looking for signs under \$2000. Mayor Gross asked what the price was when they first discussed this. City Manager Lawless said they were about \$1600 then. Mayor Gross asked how vandalism resistant the signs were, or if it was a major issue. City Manager said it was not a widely held concern. Commissioner Clark surveyed residents on Mt. Pleasant and received several suggestions: where speed trailer had been set up in the past, along straightaways and, several homeowners who suggested placing sign in front of their property. It was noted that we would still need to check with neighbors on either side, since sign will flash each time, a car goes by. Chief Ivey will be attending a Police Chief's expo in April, and will inquire with vendors at the meeting about signs.

- **Blind Driveway sign for Patterson Rd. – status?**
City Manager Lawless said the sign arrived and will be placed next week.
- **Status of Litter sign placement (Use of loss prevention fasteners).**
City Manager Lawless said they did a test sign on Merry Log, and will be placing the signs on existing poles. Commissioner Clark suggested use of loss prevention fasteners. Public Works Director Parker said if the sign cannot be removed from post, then the whole post, with sign attached, is stolen. It was also noted that there were numerous signs stolen recently. Over the holidays about 10 signs around town were stolen, and for about a third of those, the sign and pole were taken.
- **Website: Mission/Vision Statement; prominent page placement to make people aware that CCE is paper of record, FB, social media (June 2022 BOC meeting), up-to-date agenda and packet items for public access.**
City Manager said the new website updates are in progress, and should be completed by June/July. The current website is not easy to update, but the new one will be, and will have mission statements, resolutions and ordinances, and agendas and meeting packets available. Commissioner Clark asked if meeting packets will be available to the public before the meetings. City Manager Lawless said they will be posted on website same day as commissioners receive their packets.
- **Online availability of Resolutions for public access.**
This will be part of the new updated website.
- **Fire Hydrant inspections and flushing status.**
City Manager said the fire hydrants belong to Second South Cheatham Utility District and are flushed on their schedule. It is not something the Town would do or take part in. Commissioner Clark said Pegram Fire Department did load testing, flushing and maintenance. Chief Ivey said all of this goes through SSCUD. For ISO, fire departments that have municipal-owned water and utilities can do maintenance, because it is the same liability. Our insurance would not cover us for servicing SSCUD's fire hydrants, and if something goes wrong, we are liable.

SSCUD has a system in place. The Town and SSCUD have a plan for working together. There are hydrants that you can open and close that will set off a low water alarm. Chief Ivey said they notify SSCUD if they have a structure fire and will be using lots of water, so SSCUD can turn the plant on to maintain right amount of water. Chief Ivey did not think the Town should accept the liability of fire department servicing SSCUD hydrants. In most towns, if it is not a municipal owned water department, then the fire departments do not maintain those hydrants. It is working fine the way it is. The only time we need to have hydrants flushed is for ISO, and they do it for us. Commissioner Clark said they do not service the hydrants. Chief Ivey explained that they do not flush each individual hydrant, but flush hydrants at the end of the line, and this flushes everything attached to that line to the end. Chief Ivey said we try to be good neighbors with SSCUD, and have no issues. We communicate with them and notify them when we open a hydrant. Commissioner Clark was not clear on who inspects the fire hydrant across from her house. Chief Ivey said the bottom line is the hydrants do not belong to the Town, and we shouldn't be servicing them. Chief Ivey said SSCUD does not give the Town a schedule, but he did know they flushed the hydrants at the end of the line to get any debris out. The only time they get flow tested is if there is a problem when FD connects for a fire or when ISO requests it.

- **TDOT response re: possible midblock crosswalk on Luyben Hills Road.**
City Manager Lawless has a message into TDOT Project Development Director Shane Hester, and is waiting on a return call. The crosswalk was in the initial concept and was removed when project was proposed. Project administrator for the grant said there is a good chance TDOT requested the removal of that crosswalk. Although allowable, TDOT does not often put crosswalks on state routes. Once City Manager hears back from Mr. Hester, he will share that information.
- **Status of TVP issues in Burns Parking Lot.**
City Manager Lawless and Parks Director Miniati met with Collier Engineering and Harpeth Valley Paving to discuss issues in Burns parking lot on November 24, 2022. They indicated they were going to provide a recommendation letter to address issues and what could be done to solve issues. After multiple phone calls and emails, the City Manager has still not received the letter. He is continuing to work with Collier Engineering to get a response.
- **Status of park pond.**
City Manager Lawless said with the repairs staff made last fall, the inflow is now steady. Aerators will be installed in spring, and will help with any buildup of invasive plant growth in pond. We also have permits to pull water from Harpeth River if needed. Staff did a lot of work to clean it up. We will see if these remedies fix the problem. Proposals received were at \$100-\$200K, but were not guaranteed to fix problem.

12. New Business:

A. Bid Selection and Approval – Construction of Acorn Court Pump Station.

City Manager Lawless said bid information was sent to 100+ contractors and advertised in newspaper. Only two bids were received. Of the 790 properties with sewer availability, this pump station handles 366 properties, which is the biggest pump station we have. It is also in a flood plain, which makes a difference on what we can and cannot do. The lowest bid was considerably less than the higher bid, and considerably higher than estimate, which was done in October of 2021. Commissioner Hargis asked if we solicited out of state contractors. Peter Chimera, Civil Environmental Consultants, Inc. was contacted by phone, and confirmed that approximately 100 contractors were contacted, most were in state. Of that number, there were twenty that this type of project was in their area. Commissioner Hargis asked why low bid was so much lower than the higher bid, and why was it so much more than estimate. Chimera said the second bid was so much higher because of the way the market is. There is so much work available right now that most contractors are not as concerned with getting work, and can throw out a high bid. Also, not as many contractors are bidding. When they do bid, the contractor bid prices are higher than normal because they already have enough work. Bids are also higher than the estimate because materials are higher.

Construction Bids Received:

- \$941,378 – Contracting Services, Culleoha, TN
- \$2,735,000 – Norris Brothers Excavating, Crossville, TN

Options:

- Rebid: Reject all bids received and rebid project. Not recommended.
- Approve Lowest Bid: Bid is much higher than anticipated, but funds are currently available for this project. Staff recommendation is to accept bid.

Funding:

- \$150,000 – insurance settlement from Public Entity Partners (received)
- \$213,634 – obligated FEMA Disaster Funding (obligated; not received)
- **\$363,634** – total

Additional Funding:

- \$809,365 – ARP Grant Funding (received)
- \$772,551 – KS Sewer Department Depreciation Fund (Sewer Money Market)

City Manager has also submitted a request to FEMA via TEMA for additional disaster funding of \$700,000 due to revised pump station costs resulting from the bids received.

Balance needed after the initial funding is \$577,743. Staff recommendation is for this to be taken from the ARP grant funding the Town has received, since it fits grant parameters.

Currently, we are renting a pump at \$2000/month. Project should take 6-7 months.

Commissioner Hargis suggested that Public Entity Partners may not be best company for insurance for sewer. Full replacement cost of pump station was not covered, and the settlement does not come close to covering cost, especially at today's prices. City Manager Lawless agreed but also commented that the new pump station is more robust with a flood-proof design so the comparisons costs of the previous pump station to the new pump station are not equal.

Motion to accept bid of \$941,378 from Contracting Services (with available funding of \$363,634 and \$577,743 from ARP grant funding) made by Vice-Mayor Remick, with a second by Commissioner Clark. Roll call vote was held with Commissioner Clark voting yes, Mayor Gross voting yes, Commissioner Hargis voting no, Vice-Mayor Remick voting yes, and Commissioner Verhoven voting yes. Motion passed.

B. Motion to approve Resolution 23-003 – Adopting MTAS Record Retention Schedule for the Town of Kingston Springs.

City Manager Lawless this is mostly housekeeping. We have always followed MTAS Record Retention Schedule, and this is to codify that we follow that schedule.

Commissioner Clark asked what was considered temporary record. Lawless said temporary records consist of everyday correspondence and anything outside of parameters of MTAS list. Motion to approve Resolution 23-003 – Adopting MTAS Record Retention Schedule for the Town of Kingston Springs made by Commissioner Hargis, with a second by Commissioner Verhoven. Motion passed.

C. Finalizing questions for the Capital Improvement Plan online survey.

Commissioner Verhoven said Commissioner Clark had done a good job on drafting questions. He thought the questions should not have response options all in same order, but switch the order. He also suggested adding more general comments, asking why they ranked the questions the way they did. Commissioner Hargis agreed with switching up response order, and added the survey should not be too long. Commissioner Verhoven suggested that the survey should start with a question: What is the one thing that Kingston Springs needs? Then follow with the other questions. Mayor Gross was in favor of more general questions at the beginning, followed by multiple choice questions with the option for comments. Vice-Mayor Remick asked how do we control who completes survey. Is it open to anyone in the 37082-zip code? Commissioner Clark asked what would be optional and what mandatory: surveyor's name – optional; address and email – mandatory. Vice-Mayor Remick said we could have it open to anyone in 37082, but responses from those whose address is in city limits would carry more weight. Survey will be posted on webpage and social media. Commissioner Clark asked to have printed copies available at the Post Office and library.

D. Discussion and action related to wastewater line bore – East Kingston Springs Road – McPherson project.

City Attorney Perry said the McPherson project needs to connect to our main under the State Hwy. TDOT wants the Town to fill out the application on their behalf. The

recommendation is for Town to fill out the application with TDOT on behalf of McPherson. McPherson will have to pay for the work, and post a performance bond and a maintenance bond, and comply with subdivision regulations. She recommended the Town sign the application. Motion authorizing the Town to make application for wastewater line bore on East Kingston Springs Road for the McPherson project, contingent on bonding, made by Commissioner Verhoven, with a second by Commissioner Hargis. Motion passed.

E. Motion to approve First reading of Ordinance 23-001 to approve recommendation of the Kingston Springs Regional Planning Commission to amend Zoning Ordinance, ARTICLE 5.300 – MIXED USE DISTRICT ALLOWED USES AND FORM BASED STANDARDS, Sections 5.300.3 – Mixed Use District definitions, and 5.300.5 – Development standards, Subpart 2 (b).

This relates to the older homes in the downtown area that were built before 1955 that are non-conforming. It allows owners of older homes to go before Planning Commission with modifications and keep older home instead of tearing down and starting over. This will be done on a case-by-case basis. Mayor Gross abstained from voting since he owns an older home downtown. Motion to approve first reading of Ordinance 23-001, to approve the Kingston Springs Regional Planning Commission recommendation to amend Zoning Ordinance Article 5.300 – Mixed Use District Allowed Uses and Form Based Standards, Section 5.300.3 – Mixed Use District definitions, and 5.300.5 – Development standards, Subpart 2(b) made by Commissioner Hargis with a second by Commission Verhoven. Motion passed.

F. Public Access Defibrillator. Sponsored by Commissioner Clark.

• **Training Update.**

City Manager Lawless said training has been scheduled with Angel Carter on March 21 @ 6:00 pm. It will be open to the public. He will advertise closer to the date.

• **Is Implementation of a Public Access Defibrillation (PAD) program required per TCA?**

See below.

• **Should a Town ordinance/policy/resolution be established regarding a Public Access Defibrillator?**

City Attorney Perry said the Town will have to set up policy, training, and inform emergency personnel where it is located. For public access she suggested we go above and beyond, and encourage coaches, etc. to get training. She also suggested reaching out to insurance carrier to see if they have additional recommendations. She confirmed that we do need a medical sponsor. Chief Ivey suggested checking to see if we can use County EMS. Once policy is developed, we would then have a resolution stating we are adopting the attached policy. Commissioner Clark had policy samples from other entities that she will share with City Manager.

G. Setting dates for upcoming Board of Commissioners Workshop Sessions.

No immediate weekend dates available, due to travel schedules. Wednesday, March 22 from 8:30 – 2:00 was selected. City Manager’s main topic is wastewater. Budget workshop will need to be scheduled late March/early April. Comptroller has offered new guidance and guidelines for municipal budgets. Comptroller wants everyone to follow same guidelines that are dictated by Comptroller’s Office. City Manager and the Mayor will look at possible dates for budget workshop and submit to commissioners to check availability. Commissioner Clark said she learned that if we submit in advance that we are having a budget workshop, it will count toward continuing education credit.

13. Surplus:

- None

14. Other (For Discussion Only):

None

15. Reminders:

- City Hall will be closed Monday, February 20th in honor of Presidents Day.

16. Adjourn the Meeting:

Motion to adjourn the meeting made by Commissioner Verhoven, with a second by Commissioner Hargis. Motion approved. Meeting adjourned at 8:54 pm.

Francis A. Gross, III
Mayor

Jamie Dupré
City Recorder



**Kingston Springs Board of Commissioners
Special Called Meeting Agenda
March 6, 2023**

1. Call to Order:

The meeting was called to order by Mayor Gross at 11:35a.m.

2. Pledge of Allegiance:

1. Roll Call:

Board Members in Attendance:

Carolyn Clark, Commissioner	Absent
Tony Gross, Mayor	Present
Mike Hargis, Commissioner	Present
Glenn Remick, Vice-Mayor	Present
Todd Verhoven, Commissioner	Present

Staff in Attendance:

John Lawless, City Manager	Present
Kellie Reed, Finance Director	Present
Brandy Miniati, Parks Director	Present
Roger Parker, Public Works Director	Present

2. Declaration of Quorum by Mayor

Mayor Gross declared a quorum.

3. Motion to Approve the March 6, 2023 Special Called Meeting Agenda:

Motion to Approve the March 6, 2023 Special Called Meeting Agenda made by Commissioner Hargis, second by Commissioner Verhoven, and passed unanimously.

4. Community Input and Concerns:

None

5. Old Business

A. None

6. New Business

A. Motion to approve Change Order Request for TDOT PIN 123630.00 – SR249 Multimodal Project.

City Manager Lawless stated this order consists of two (2) different projects. The first item reflects a small section of sidewalk in front of Discount Liquors (attached to Rodeway Inn at 123 Luyben Hills road). The initial construction plans called for a traditional raised sidewalk in front of this business as it was understood this business entrance had plans to be abandoned and just the Rodeway Inn entrance would be used. However, this is not the case, and in speaking with the business owner, rather than blocking the two parking spaces and delivery entrance used for this business a flush, reinforced concrete sidewalk (approx. 30-foot in length) would be installed. While this needs to be approved as an addition and change order since it wasn't in the initial scope of the project, the actual cost of this change should be offset by the reduced cost of the raised sidewalk that is not being poured at that location. The second being cold planing, or milling of Luyben Hills Road as part of the paving process. Commissioner Hargis questioned what the milling will mean exactly. City Manager Lawless responded they will need to mill the side of the road and feather the sides down so it will be a smooth finish to the curb and gutter section. Commissioner Verhoven questioned if the whole road will be new and if this is due to not having the correct elevation on the sidewalks. City Manager Lawless responded he thought that was the case. Commissioner Verhoven stated he struggles with spending this money on mistakes that the engineer made. Lawless stated the contract with Collier Engineering has approximately thirty-thousand dollars (\$30,000) left to be paid and if the town decided to contest this the contract with Collier requires mediation of any issues and attorney fees and mediation fees would likely be more than the remaining monies owed. Commissioner Hargis questioned if Collier is the engineer on the Safe Routes to School Project. City Manager Lawless confirmed. Commissioner Verhoven replied that based on what he read of the emails and the response to City Manager Lawless' emails he feels that Collier's response was very unprofessional. Commissioner Hargis stated he finds it interesting that the comment was made that the contractor is gouging the price. City Manager Lawless responded that the contractor went back to the subcontractor for a line-item cost analysis. Further, they were able to reduce the cost by approximately ten percent (10%). Commissioner Hargis questioned the supplemental agreement numbers stating the approved change orders currently states zero dollars (\$0) and the current and pending change orders show fifty-five thousand seven hundred and nineteen dollars and seventy-six cents (\$55,719.76). City Manager Lawless replied the twenty-two thousand one hundred seventy-six dollar and seventy-six cents (\$22,176.76) was the prior change order that was approved by this Board at the December 2022 Board of Commission Meeting. City Manager Lawless added that the total amount of the project is one million forty-seven thousand eight hundred and eight

dollars and one cent (\$1,047,878.01) currently, prior to the change orders. Commissioner Hargis questioned the percentage match shown as the town's responsibility. Mayor Gross responded stating this grant was originally a ninety-five, five (95/5) split grant and stated as costs rose City Manager Lawless was able to get TDOT to add more money to the project but the additional funding from TDOT came at an 80/20 split. City Manager Lawless added that is why the percentage is different because the additional funding from TDOT is at a different percentage rate. In addition, TDOT has reached out to set up a private meeting to discuss the outstanding projects. Commissioner Remick noted he did not see any traffic control listed in the cost. City Manager Lawless stated he believes that is because Thompson and Thompson will be providing the traffic control. Commissioner Verhoven questioned the town's options. City Manager Lawless defined if the Board votes not to accept the change order Sessions Paving will not be able to complete the paving and a new subcontractor will have to be selected. Further, the sub-contractors must be on TDOT's approved list and the paving contractors on this list currently typically get bigger projects and therefore do not typically do these smaller projects. If the Board votes not to accept the change order this could delay getting the paving done another month or so. Commissioner Hargis stated there is probably not a lot of difference in the cost between the subcontractors. City Manager Lawless agreed and stated he does not know for sure. Mayor Gross questioned when the paving will be done if the change order is approved today. City Manager Lawless responded it should be Tuesday or Wednesday. Mayor Gross replied it needs to be done so let's do it. A motion was made by Commissioner Remick, seconded by Commissioner Hargis, to approve change order request number three for the Multimodal Project in the amount of \$33,543.00. Roll call vote was held. Voting Yea: Mayor Gross, Commissioner Hargis, Commissioner Remick. Voting Nay: Commissioner Verhoven. Motion passed.

7. **Other (For Discussion Only).**

A. **None**

8. **Other (For Discussion Only):**

9. **Adjourn the Meeting:**

Motion to adjourn the meeting.

Francis A. Gross, III
Mayor

Jamie Dupré
City Recorder

ORDINANCE 23-001

AN ORDINANCE AMENDING ARTICLE V, SECTION 5.300.3 AND SECTION 5.300.5A.2. OF THE TOWN OF KINGSTON SPRINGS ZONING ORDINANCE

WHEREAS, the Town of Kingston Springs Board of Commissioners has previously adopted its comprehensive zoning ordinance known as Ordinance No. 84-005, as amended (here in "Zoning Ordinance"); and

WHEREAS, by Ordinance 20-016, the Board of Commissioners amended the Zoning Ordinance to include a Section 5.300 - Mixed Use District Allowed Uses and Form Based Standards; and

WHEREAS, the Town of Kingston Springs Regional Planning Commission has requested that Article V, Section 5.300.3 and 5.300.5A.2. of the Zoning Ordinance be amended to include new provisions related to Neighborhood Preservation Standards and has recommended same for consideration and adoption by the Town of Kingston Springs Board of Commissioners after public notice, hearing, and second and final reading.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE TOWN OF KINGSTON SPRINGS, TENNESSEE, THAT

Article V, Section 5.300.3. of the Town of Kingston Springs Zoning Ordinance shall be amended to include in the Mixed Use Definitions the following definition:

Neighborhood Preservation Standards. Characterized by existing residential and commercial structures that do not meet the requirements of the existing Zoning Ordinance for setbacks and nonconforming use regulations and which were built in 1955 or before and lying within the Downtown Mixed Use District.

BE IT FURTHER ORDAINED BY THE BOARD OF COMMISSIONERS OF THE TOWN OF KINGSTON SPRINGS, TENNESSEE, THAT

Article V, Section 5.300.5.A.2. of the Town of Kingston Springs Zoning Ordinance shall be amended such that the existing subsection b. shall be deleted in its entirety and replaced with the following:

5.300.5.A.2.b. Within the MU-R portion of the district, the following exemptions and provisions shall apply to nonconforming houses and stand-alone structures or conversions from residential to an allowed commercial use (e.g. offices, restaurants, and small shops) and expansion of accessory uses or additions to existing residential structures, subject to review and approval by the Planning Commission and the Design Review Committee ("D.R.C."). The D.R.C. shall review the conversion plans to ensure the character of the building and the encroachment on the front setback is not increased in width. The exemptions are:

i. Existing nonconforming residential structures within the MU-R constructed in 1955 and before shall apply to the Kingston Springs Regional Planning Commission on a case by case basis to allow encroachments within the front setback areas to construct additions, porches, pergolas, or other accessory uses that do not increase the nonconformity of the front façade noncompliance. Examples include expansion of the width of porches, additions, and pergolas.

This Ordinance shall take effect the later of the date that is 15 days after its passage or upon publication of this Ordinance or its caption, the public welfare demanding it.

Passed First Reading: _____

Public Hearing: _____

Passed Second Reading: _____

Tony Gross, Mayor

Attest:

Jamie Dupré, Town Recorder

Approved as to Form and Legality:

Martha Brooke Perry, Town Attorney

2023 Mowing Contract Bid Summary

Sealed bid requests for Grass Mowing Services and were advertised in the Cheatham Exchange as well as promoted on the Town's social media and website. Bid deadline was March 14, 2022 at 12:00 PM and bid opening was March 14, 2023 at 1:00 PM. Bids opened by City Manager John Lawless and witnessed by Finance Director Kellie Reed.

- 1 complete bid package received: Copper Lining Landscapes
- 1 incomplete bid package received and not considered: K&C Mowing

Grass Mowing Services

Bidder: Copper Lining Landscapes	
Area of Service:	Per Mowing Fee:
City Park	\$880.00
L.L. Burns Park	\$880.00
Disc Golf Course	\$880.00
Sewer Plant	\$350.00
Fire Stations 1&2	\$350.00
Other Properties	\$180.00
TOTAL PER MOWING FEE	\$3520.00

Staff recommends REJECTING ALL BIDS

Grass Mowing Service Bid

Prepared for: The Town of Kingston Springs

Prepared by: Corey Ramsey



To whom it may concern,

I am honored to be given the opportunity to present a bid for the grass mowing services for the town of Kingston Springs. I grew up nearby, and I am looking forward to keeping this city pristine for its hard working residents. Copper Lining Landscapes is just over three years old, and Austin Parris, the other co-owner, and myself take pride in our attention to detail and customer service. As leaders of this company, we promise to do our best to exceed expectations in an effective and timely manner. Once again, thank you for the opportunity to present a bid. We look forward to cultivating a long lasting business relationship with Kingston Springs.

Schedule of Services Rendered

Each property in reference map to be mowed weekly on a rotating schedule (the only exception being weather such as flooding).

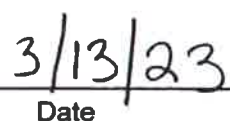
Schedule of Payment for Services Rendered

Payment for services rendered to be paid at the first of each month for all four mowings per month. Check to be accessible for pick up at the first of each month in advance of services rendered during the month (or first business day of the month). Any mowings prevented by weather to be deducted from the next month's check. Services to begin during the first week of April 2023.

Check to be written out to:
"Copper Lining Landscapes"



Corey Ramsey



Date

March 1, 2023

ACCEPTING SEALED BIDS
(BID #: MW 023-024)

The Town of Kingston Springs, Tennessee is now accepting SEALED BIDS for a one-year contract for: **GRASS MOWING SERVICES**

Contract Term: April 1, 2023 to March 31, 2024

Bid Package: A specifications package can be obtained at no cost at City Hall (396 Spring St.) or upon request to citymanager@kingstonsprings-tn.gov.

Scaled Bid Delivery Options:

Mail: Town of Kingston Springs
Attention: Grass Mowing Service Bid
P.O. Box 256
Kingston Springs, TN 37082

Hand Deliver: Kingston Springs City Hall
Attention: Grass Mowing Service Bid
396 Spring Street
Kingston Springs, TN. 37082

Electronic Submission: Email bid package and all associated documents to citymanager@kingstonsprings-tn.gov. Subject Line: Grass Mowing Service Bid

Scaled Bids Due: 12:00 p.m. on Tuesday, March 14, 2023.

Bid Opening: 1:00 p.m. on Tuesday, March 14, 2023,
In the Beck Meeting Hall (420 N. Main St.)

Bid Award: Thursday, March 16, 2023; 7:00 p.m.
Beck Meeting Hall (420 N. Main St.)
Regular business meeting of the Town of Kingston Springs City
Commission

Disclaimer: All bid specifications must be met. Proof of insurance and workman's compensation (if applicable) will be required by contract. Any appropriate licensing and references required. Contractor must provide all equipment.

Title VI Policy: It is the policy of the Town of Kingston Springs, Tennessee to provide equal employment opportunities and to provide its programs, activities and services to all individuals regardless of race, color, religion, sex, national origin, age disability or status in any other group protected by law. The Town reserves the right to refuse any or all bids.

SCOPE OF SERVICES

The Town of Kingston Springs is seeking a vendor to perform mowing and weed-eating services in several town-owned facilities. Mowing season is approximately April through October. These include:

- City Park -- 601 Park Street (Attached Map 1). "Per mowing" price should include all areas of the park including the Dog Park and ballfield outfield. Approximate mowing areas are shown in yellow on map provided. Include weed remediation to all fenced areas in the park. If herbicide is used contractor must show proof of any appropriate certifications needed for use.
- LL Burns Park -- 501 Park Street (Attached Map 2). "Per mowing" price should include the approximate mowing areas listed in yellow on the accompanying map to include all areas of the park with the exception of the soccer fields and upper meadow (trail around upper meadow is included). Include weed remediation to all necessary areas in the park (around bollards, buildings, pavilions, etc.). If herbicide is used contractor must show proof of any appropriate certifications needed for use.
- LL Burns Park Disc Golf Course -- 501 Park Street (Attached Map 3). "Per mowing" prices should include the fairways (two approaches per hole) of the town's 9-hole disc golf course as well as pond area and rear area of Activity Center (see map for clarification).
- Sewer Plant -- Valley Drive (Attached Map 4). "Per mowing" price should include the approximate grass areas shown in yellow on the attached map. Include weed remediation to all necessary areas at the sewer plant (fences, buildings, etc.). If herbicide is used contractor must show proof of any appropriate certifications needed for use.
- Fire Station 2 and 3 (Attached Map 5) -- "Per mowing" price should include approximate grass areas shown on accompanying map and includes Fire station #2 at East Kingston Springs Road and Fire Station #3 at 1001 Mt. Pleasant Road.
- Other Park Property -- 147 and 155 Harpeth View Trail (Attached Map 6). "Per mowing" price should include the approximate grass areas of vacant Town owned property shown in yellow on the attached map. Include weed remediation to all necessary areas in the park (around bollards, etc.). If herbicide is used contractor must show proof of any appropriate certifications needed for use.
- Additional mowing projects may be requested by the Town as needed with costs and schedule mutually agreed upon by the Contractor and Town.

The incumbent company or individual representative should be able to demonstrate the following:

- Appropriate, safe equipment and respectful employees for working near the public and within town-owned properties. Mowing should not occur during rain events, or when rutting could occur. No mower should be near the splash ground deck.
- Frequent and constant communication with town staff regarding mowing in parks and areas should be cut with a preference towards times of low usage.
- Mowing routes and routine will be approved by town staff prior to mowing season to assure mowing during scheduled events is avoided.
- Mowers are to remain at a safe distance from all park patrons.
- Positive references from the area or similarly configured municipalities.

ADDITIONAL INFORMATION

- Town retains the option of extending the contract for one year from contract end date if mutually agreed upon by the Contractor and Town.
- Services associated with contract can be terminated upon written notice from the Town to the Contractor for failure to perform timely or perform work that is not in a good workmanlike manner generally recognized in the industry and community.

SCHEDULE OF FEES FOR SERVICE

City Park charge per mowing (Map 1)	\$ <u>880</u>
L.L. Burns Park charge per mowing (Map 2)	\$ <u>880</u>
Disc Golf charge per mowing (Map 3)	\$ <u>880</u>
Sewer Plant charge per mowing (Map 4)	\$ <u>350</u>
Fire Stations 2&3 charge per mowing (Map 5)	\$ <u>350</u>
Other Property charge per mowing (Map 6)	\$ <u>180</u>
 TOTAL PER MOWING CHARGE	 \$ <u>3520</u>

PROPOSAL EVALUATION

Proposals will be evaluated based on previous experience with the town, history with similar projects, and price. Bids must be approved by the Board of Commissioners of the Town of Kingston Springs. The town has the right to refuse any and all bids.

Proposals must include completed:

- (1) Schedule of fees for service
- (2) Copy of current business license
- (3) Proof of general liability insurance
- N/A (4) Drug free workplace affidavit (only if 5+ employees)
- (5) Proof of workman's comp insurance (only if 5+ employees) or waiver
- (6) Completed reference list (on bid sheet or separate attachment)

Please note, if contract is awarded it is the (mandatory) responsibility of the Vendor to provide the Town with a copy of their most current Certificate of Liability Insurance. It will also be the Vendor's (mandatory) responsibility to assure the Town has an updated copy of this certificate when the current copy on file expires.

BID SHEET – MOWING - BID #: MW 023-024

BIDDER INFORMATION

Name of Company: Copper Lining Landscapes, LLC
Street Address 1000 Ridgela Dr. City, State, Zip Burns, TN, 37029
Business Phone (615) 533-1541 Cell Phone (615) 533-1541
Email Address copperlininglandscapes@gmail.com

BUSINESS REFERENCES

Mitchell Galloway, 2aves HOA (256) 508-8376
Contact Person/Business Name (Current Client) Phone
Scott Ramsey, R+R Wood Products (615) 533-2973
Contact Person/Business Name Phone
Kyle Lamastus, First Bank (615) 446-4445
Contact Person/Business Name Phone (ext. 1384)

FEE SCHEDULE

City Park charge per mowing (Map 1) \$ 880
L.L. Burns Park charge per mowing (Map 2) \$ 880
Disc Golf charge per mowing (Map 3) \$ 880
Sewer Plant charge per mowing (Map 4) \$ 350
Fire Stations 2&3 charge per mowing (Map 5) \$ 350
Other Property charge per mowing (Map 6) \$ 180

TOTAL PER MOWING CHARGE \$ 3520

BID SUBMITTAL

This bid sheet must be accompanied by the following documentation. Failure to attach this information with this bid sheet may disqualify the contractor from consideration for award of the contract:

- (1) Schedule of fees for service
- (2) Copy of current business license
- (3) Proof of general liability insurance
- N/A (4) Drug free workplace affidavit (only if 5+ employees)
- (5) Proof of workman's comp insurance (only if 5+ employees) or waiver
- (6) Completed reference list (from above or separate attachment)

Please note, if contract is awarded it is the responsibility of the Vendor to provide the Town with a copy of their most current Certificate of Liability Insurance. It will also be the Vendor's (mandatory) responsibility to assure the Town has an updated copy of this certificate when the current copy on file expires.

Cory Ramsey
Signature of Bidder

3/13/23
Date



Tre Hargett
Secretary of State

Division of Business Services
Department of State
State of Tennessee
312 Rosa L. Parks AVE, 6th FL
Nashville, TN 37243-1102

Filing Information

Name: **Copper Lining Landscapes LLC**

General Information

SOS Control #	000731892	Formation Locale:	TENNESSEE
Filing Type:	Limited Liability Company - Domestic	Date Formed:	09/13/2013
	09/13/2013 3:38 PM	Fiscal Year Close	12
Status:	Active	Member Count:	3
Duration Term:	Perpetual		
Managed By:	Member Managed		

Registered Agent Address

SCOTT RAMSEY
1000 RIDGLEA DR
BURNS, TN 37029

Principal Address

1000 RIDGLEA DR
BURNS, TN 37029-5254

The following document(s) was/were filed in this office on the date(s) indicated below:

Date Filed	Filing Description	Image #
04/21/2022	2021 Annual Report	B1203-5155
04/06/2021	2020 Annual Report	B1010-8013
12/03/2020	Articles of Amendment	B0951-2550
Filing Name Changed From: F.Y.C. Militia Productions LLC To: Copper Lining Landscapes LLC		
05/04/2020	2019 Annual Report	B0842-7109
03/26/2019	2018 Annual Report	B0678-1195
03/09/2018	2017 Annual Report	B0514-0764
03/30/2017	2016 Annual Report	B0371-7278
03/22/2016	2015 Annual Report	B0220-1985
03/26/2015	2014 Annual Report	B0077-0210
03/25/2014	2013 Annual Report	7310-0172
10/10/2013	Registered Agent Change (by Entity)	A0202-2609

Registered Agent First Name Changed From: No Value To: SCOTT

Registered Agent Last Name Changed From: No Value To: RAMSEY

Registered Agent Organization Name Changed From: UNITED STATES CORPORATION AGENTS, INC. To: No Value

Registered Agent Physical Address 1 Changed From: 3903 VOLUNTEER DR To: 1000 RIDGLEA DR

3/12/2023 10:48:35 AM

Page 1 of 2

Filing Information

Name: **Copper Lining Landscapes LLC**

Registered Agent Physical Address 2 Changed From: STE 200 To: No Value

Registered Agent Physical City Changed From: CHATTANOOGA To: BURNS

Registered Agent Physical County Changed From: HAMILTON COUNTY To: DICKSON COUNTY

Registered Agent Physical Postal Code Changed From: 37416-3860 To: 37029

09/13/2013 Initial Filing

7240-1574

Active Assumed Names (if any)

Date

Expires



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/13/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER First Ins Partners 110 Mathis Dr Suite 105 Dickson TN 37055	CONTACT NAME Andrew Brogdon PHONE (A/C, No, Ext) (615) 446-2814 FAX (A/C, No): E-MAIL ADDRESS: abrogdon@southpointrisk.com																				
	<table border="1"> <thead> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A:</td> <td>Acuity</td> <td>14184</td> </tr> <tr> <td>INSURER B:</td> <td>State Auto Mutual Insurance Co</td> <td>25135</td> </tr> <tr> <td>INSURER C:</td> <td>Hanover Insurance Group</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	Acuity	14184	INSURER B:	State Auto Mutual Insurance Co	25135	INSURER C:	Hanover Insurance Group		INSURER D:			INSURER E:			INSURER F:	
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INSURER D:																					
INSURER E:																					
INSURER F:																					
INSURED Copper Lining Landscapes, LLC 1000 Ridglea Burns TN 37029																					

COVERAGES**CERTIFICATE NUMBER:** CL2291960396**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENL AGGREGATE LIMIT APPLIES PER <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER			ZH5065	12/18/2022	12/18/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY			10056792CA	01/26/2023	01/26/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Medical payments \$ 1,000
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB OCCUR CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WZ5H814676	10/28/2021	10/28/2022	PER STATUTE OTH-ER E L EACH ACCIDENT \$ 100,000 E L DISEASE - EA EMPLOYEE \$ 100,000 E L DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101. Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

The Town of Kingston Springs

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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DRUG-FREE WORKPLACE AFFIDAVIT OF PRIME BIDDER

(N/A)

NOW COMES AFFIANT, who being duly sworn, deposes and says:

1. He/She is the principal officer for:

<5

Company Name

Address

2. That the proposing entity has submitted a bid to the Town of Kingston Springs for;

Project

3. That the proposing entity employs no less than five (5) employees;

4. That Affiant certifies that the bidding entity has in effect, at the time of submission of its bid to perform the construction referred to above, a drug-free workplace program that complies with 50-9-113, Tennessee Code Annotated.

5. That this affidavit is made on personal knowledge.

Further Affiant saith not.

Affiant

SUBSCRIBED AND SWORN TO before me this ____ day of _____.

Notary Public

My commission expires: _____

DRUG AND ALCOHOL TESTING PROGRAM

Proposers must have a testing program for employees in place that is at least as stringent as the drug and alcohol-testing program of the Town of Kingston Springs, which is available upon request. Proposers must provide a copy of their drug and alcohol-testing program at the time the bid is made.

(see COI)

WORKMAN'S COMPENSATION

Due to changes in the Workman's Compensation Insurance requirements by the State of Tennessee, proof of Workman's Compensation Insurance is required from all bidders unless you can answer ALL of the following questions with the answer "yes":

_____	1. I have no employees
_____	2. I am a sole proprietor, Partnership or Limited Liability Company (LLC)
_____	3. I contract directly with the owner, acting only as a prime (general) contractor and never act as a subcontractor.

Signature of Bidder	

Please answer the questions in the above box, sign it and submit this page with your bid, attached to your bid sheet.

Disregard the following paragraph if it is in your bid package:

CR Workman's Compensation Insurance (Include proof or initial below) *Note: This is required if your company has 5 or more employees.*

- If awarded the contract, I understand that I must provide proof of Workman's Compensation insurance within 10 days of award and that no work may proceed until this is provided to the Town.

Please initial: CR

TOWN OF KINGSTON SPRINGS NON-DISCRIMINATION POLICY

It is the policy of the Town of Kingston Springs not to discriminate on the basis of race, color, national origin, age, sex, or disability in its hiring and employment practices, or in admission to, access to, or operation of its programs, services, and activities. In addition, the Town of Kingston Springs does not discriminate based on race, color, or national origin in federal or state sponsored programs, pursuant to Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d). With regard to all aspects of this contract, the contractor certifies and warrants it will comply with this policy.

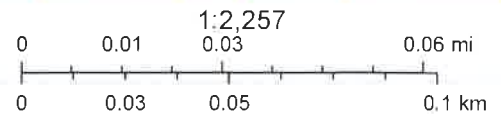
Copper Lining Landscapes 3/12/23
COMPANY NAME DATE

Corey Ramsey 3/12/23
REPRESENTATIVE TITLE



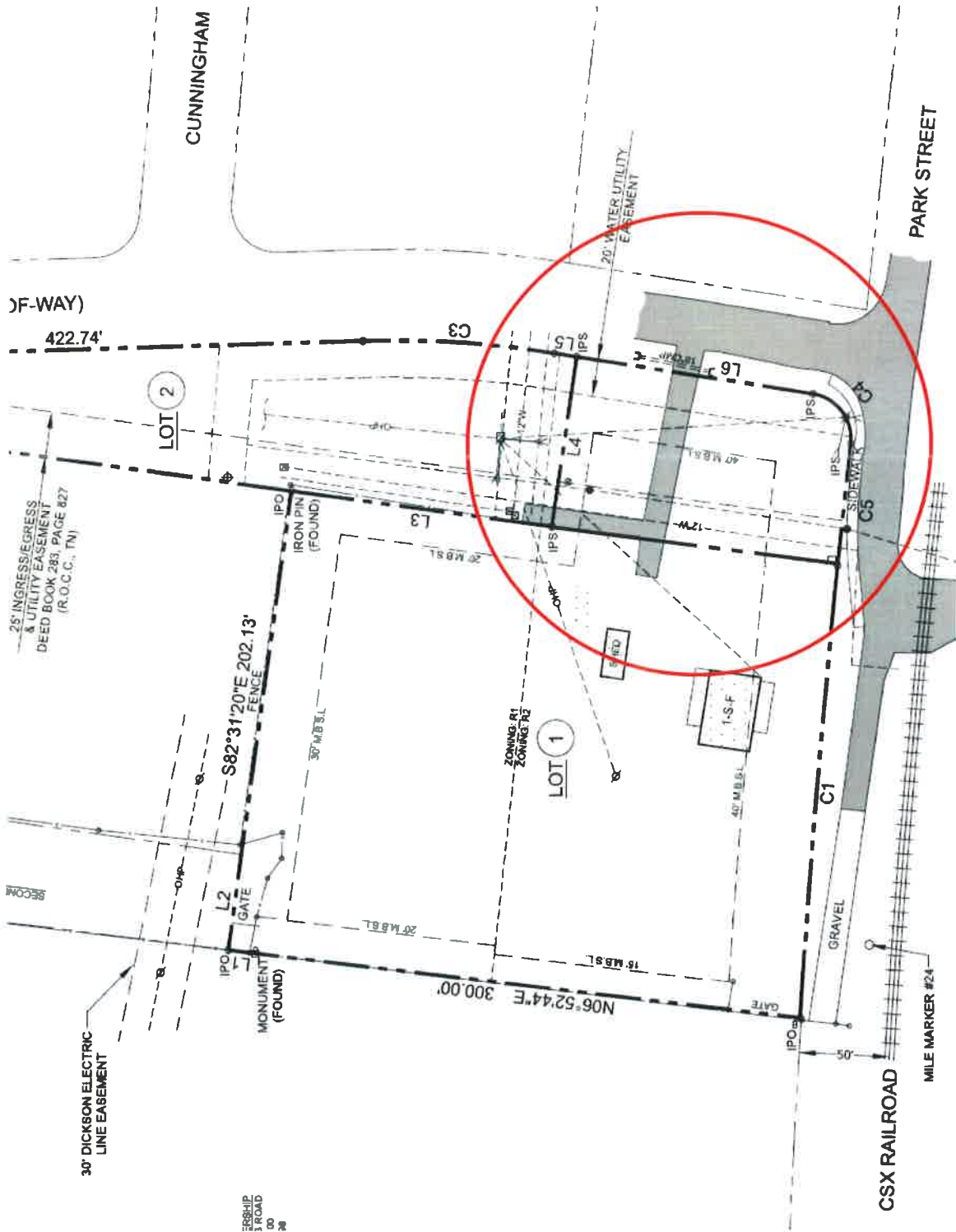
Date: March 8, 2023

County: Cheatham
 Owner: SECOND SOUTH CHEATHAM
 Address: PARK ST
 Parcel Number: 091N D 039.00
 Deeded Acreage: 0
 Calculated Acreage: 1.1
 Date of TDOT Imagery: 2021
 Date of Vexcel Imagery: 2021



Esri Community Maps Contributors, © OpenStreetMap, Microsoft, Esri HERE, Garmin, SafeGraph, GeoTechnologies, Inc. METI/NASA USGS, EPA NPS, US Census Bureau, USDA, State of Tennessee, Comptroller of the Treasury, Office of Local Government (OLG)

The property lines are compiled from information maintained by your local county Assessor's office but are not conclusive evidence of property ownership in any court of law.



30'-WAY)

422.74'

CUNNINGHAM

PARK STREET

25' INGRESS/EGRESS
& UTILITY EASEMENT
DEED BOOK 283, PAGE 827
(R.O.C.C., TN)

LOT 2

LOT 1

30' DICKSON ELECTRIC
LINE EASEMENT

ERRSHIP
ROAD
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M

S82°31'20"E 202.13'

ZONING: R1
ZONING: R2

N06°52'44"E 300.00'

CSX RAILROAD

MILE MARKER #24

20' WATER UTILITY
EASEMENT

SEED

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ORDINANCE #23-002

AN ORDINANCE BY THE KINGSTON SPRINGS BOARD OF COMMISSIONERS TO ACCEPT A BUDGET AMENDMENT FOR THE 2022-2023 FISCAL YEAR

WHEREAS, the Board of Commissioners hereby appropriates \$56,265 to the General Fund (\$4,345 to the Police Department, \$47,100 to the Parks Department, and \$4,820 to the Tourism Department); and,

WHEREAS, the town collected \$5,713 more than originally anticipated for Dinner on Main Revenues and spent approximately \$4,820 more due to increased costs. As such the Board will appropriate \$4,820 to the Tourism Department to cover these expenditures; and,

WHEREAS, the town will collect \$82,849.00 from FEMA proceeds in the General Fund due to flooding. As such the town wishes to appropriate \$47,100 to the parks department for expenditures related to flooding damage; and,

WHEREAS, the town has been approved for the THSO Grant and wishes to appropriate \$4,345 for the purchase an in-car camera system for police vehicles.

NOW THEREFORE, BE IT ORDAINED, by the Board of Commissioners of the Town of Kingston Springs, Tennessee that this ordinance shall become effective 15 days after final passage the public welfare requiring it.

Section 1: *A budget amendment consisting of the available revenues be adopted:*

	<u>Beginning Budget</u> <u>Anticipated Revenues</u>	<u>Ending Budget</u> <u>Anticipated Revenues</u>
General Fund	\$3,600,405.00	\$3,693,312.00

Section 2:

A budget amendment consisting of the following appropriations be adopted:

	<u>Beginning Departmental</u> <u>Budget</u>	<u>Ending Departmental</u> <u>Budget</u>
General Fund		
Police Department	\$886,713.00	\$891,058.00
Parks Department	\$443,558.00	\$490,658.00
Tourism Department	\$65,700.00	\$70,520.00

First Reading: March 16, 2023
Public Hearing: April 20, 2023
Second Reading: April 20, 2023

Attest:

Mayor Francis A. Gross III.

City Recorder Jamie Dupre'

Supplemental Agreement and/or Request for Construction Change Change Order Request #2

Project Title/Termini:	<u>Harpeth Middle School - SRTS - Sidewalk Construction</u>		
Owner:	<u>Town of Kingston Springs</u>	PIN:	<u>123749.00</u>
Address:	<u>Town of Kingston Springs</u>	State Project No.:	<u>11LPLM-F3-017</u>
	<u>396 Spring Street</u>	Federal Project No.:	<u>SRTS-9332 (10)</u>
	<u>Kingston Springs, TN 37082</u>	Contract No.:	<u>160153</u>
County:	<u>Cheatham</u>		

Whereas, we Adams Contracting, LLC, with Nationwide Mutual Insurance Company, as a Surety, entered into a contract with Town of Kingston Springs, on 03-14-22, for the construction by said Contractor of the above designated contract; and *Whereas*, certain items of construction encountered, are not covered by the original contract, we desire to submit the following additional items of construction to be performed by the Contractor and paid by the Owner at the price(s) scheduled therefore below:

The purpose of this Change Order is to:

This Change Order is necessary to cover plans revision for sidewalk construction and drainage structures. See Change Order Summary Attachment "A".

As a result of this Change Order, contract time shall:

Not Change, Increase by 27 days, Decrease by _____ days

Original Construction Completion Time: 150 days (Date: 9-15-22)

Original Contract Amount:	<u>\$479,175.00</u>
Approved Change Orders:	<u>\$169,282.80</u>
Current Change Order:	<u>\$53,188.98</u>
Pending Change Orders:	<u>\$0.00</u>
Total Change Orders::	<u>\$222,471.78</u>

Contract Completion Time with Change Orders: 222 days (Date: 7-10-23)

**Supplemental Agreement and/or Request for Construction Change
Change Order Request # 2**

Unit prices listed below include labor, materials, profit, overhead, and incidentals necessary to complete this work. A separate attached spreadsheet with the same information may be used in lieu of the table below.

Item No.	Description	Unit	Current/ Pending Quantities	Revised Quantities	QTY Over + QTY Under -	Contract Price	Net Amount Due Change
303-01	Mineral Aggregate, Type A Base, Grading D	TON	300	600	300	\$40.00	\$12,000.00
407-20.05	Saw Cutting Asphalt Pavement	L.F.	1,500	5,000	3,500	\$3.00	\$10,500.00
607-37.02	18" Corrugated Metal Pipe Culvert	L.F.	0	30	30	\$238.22	\$7,146.60
607-37.30	12In Corrugated Metal Pipe Culvert	L.F.	0	60	60	\$164.64	\$9,878.40
611-07.31	18In Endwall (Side Drain)	EACH	0	2	2	\$4,065.50	\$8,131.00
611-09.01	Adjustment of Existing Catch Basin	EACH	1	0	-1	\$2,500.00	\$-2,500.00
611-09.02	Rework Catch Basin	EACH	0	1	1	\$8,032.98	\$8,032.98
						\$	\$
						\$	\$
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Now, Therefore, We, Adams Contracting, LLC Contractors, and Nationwide Mutual Insurance Company, Surety, hereby agree to the Supplemental Agreement consisting of the above mentioned items and prices, and agree that this Supplemental Agreement is hereby made a part of the original contract and will be performed by this Contractor in accordance with specifications thereof, and that the original contract remain in full force and effect, except insofar as specifically modified by this Supplemental Agreement.

Recommended for Approval		<u>2/16/23</u>
	Engineer/CEI (Signature)	Date
Approved	By: _____	_____
	Contractor (Signature)	Date
	By: _____	_____
	Surety (Signature)	Date
	By: _____	_____
	Owner (Signature)	Date
Approved for Eligibility	By: _____	_____
	Local Programs (Signature)	Date

CHANGE ORDER NO. 2
COLLIER ENGINEERING CO., INC.
2949 NOLENSVILLE PIKE
NASHVILLE, TN 37211
(615) 331-1441
FAX: (615) 331-1050

Harpeth Middle School – Safe Routes to School Project
TDOT PIN: 123749.00 – State Project No. 11LPLM-F3-017 – Contract No. 160153
Town of Kingston Springs, Tennessee (Cheatham County)
February 16, 2023

				ADAMS CONTRACTING, LLC	
ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL PRICE
105-01	CONSTRUCTION STAKES, LINES AND GRADES	L.S.	1	\$15,000.00	\$15,000.00
203-01	ROAD & DRAINAGE EXCAVATION (UNCLASSIFIED)	C.Y.	525	\$80.00	\$42,000.00
203-07	FURNISHING AND SPREADING TOPSOIL (3" THICK)	C.Y.	370	\$40.00	\$14,800.00
209-03.21	FILTER SOCK (12 INCH)	L.F.	3800	\$4.00	\$15,200.00
209-05	SEDIMENT REMOVAL	C.Y.	150	\$10.00	\$1,500.00
209-08.02	TEMPORARY SILT FENCE (WITH BACKING)	L.F.	3800	\$5.00	\$19,000.00
303-01	MINERAL AGGREGATE, TYPE A BASE, GRADING D	TON	300	\$40.00	\$12,000.00
407-02.13	REMOVAL & DISPOSAL OF EXISTING ASPHALT PAVEMENT	S.Y.	150	\$15.00	\$2,250.00
407-20.05	SAW CUTTING ASPHALT PAVEMENT	L.F.	1500	\$3.00	\$4,500.00
701-01.01	CONCRETE SIDEWALK (4")	S.F.	18825	\$7.00	\$131,775.00
701-02.02	CONCRETE DRIVEWAY (8")	S.F.	2260	\$10.00	\$22,600.00
701-02.03	CONCRETE CURB RAMP	S.F.	600	\$14.00	\$8,400.00
702-03	CONCRETE COMBINED CURB AND GUTTER	C.Y.	90	\$380.00	\$34,200.00
707-11.01	PEDESTRIAN CONSTRUCTION BARRIER FENCE	L.F.	20	\$25.00	\$500.00
712-01	TRAFFIC CONTROL	L.S.	1	\$120,000.00	\$120,000.00
712-04.01	FLEXIBLE DRUMS (CHANNELIZING)	EACH	100	\$45.00	\$4,500.00
712-06	SIGNS (CONSTRUCTION)	S.F.	235	\$10.00	\$2,350.00
717-01	MOBILIZATION	L.S.	1	\$23,000.00	\$23,000.00
801-01	SEEDING (WITH MULCH)	UNIT	40	\$40.00	\$1,600.00
803-01	SODDING (NEW SOD)	S.Y.	200	\$20.00	\$4,000.00
CHANGE ORDER NO. 1					
ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL PRICE
202-01	REMOVAL OF STRUCTURES AND OBSTRUCTIONS	L.S.	1	\$10,000.00	\$10,000.00
202-03	REMOVAL OF RIGID PAVEMENT, SIDEWALK, ETC.	S.Y.	250	\$25.00	\$6,250.00
203-03	BORROW EXCAVATION (UNCLASSIFIED)	C.Y.	750	\$80.00	\$60,000.00
604-01.20	BOX TUBE SAFETY RAIL	L.F.	40	\$294.57	\$11,782.80
611-09.01	ADJUSTMENT OF EXISTING CATCH BASIN	EACH	1	\$2,500.00	\$2,500.00
702-03	CONCRETE COMBINED CURB AND GUTTER	C.Y.	135	\$380.00	\$51,300.00
706-01	GUARDRAIL REMOVED	L.F.	40	\$5.00	\$200.00
709-05.06	MACHINED RIP-RAP (CLASS A-1)	TON	50	\$45.00	\$2,250.00
920-14.04	CURB CUT FLUME ASSEMBLY	EACH	10	\$2,500.00	\$25,000.00
CHANGE ORDER NO. 2					
ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL PRICE
303-01	MINERAL AGGREGATE, TYPE A BASE, GRADING D	TON	300	\$40.00	\$12,000.00
407-20.05	SAW CUTTING ASPHALT PAVEMENT	L.F.	3500	\$3.00	\$10,500.00
607-37.02	18" CORRUGATED METAL PIPE CULVERT	L.F.	30	\$238.22	\$7,146.60
607-37.30	12IN CORRUGATED METAL PIPE CULVERT	L.F.	60	\$164.64	\$9,878.40
611-07.31	18IN ENDWALL (SIDE DRAIN)	EACH	2	\$4,065.50	\$8,131.00
611-09.01	ADJUSTMENT OF EXISTING CATCH BASIN	EACH	-1	\$2,500.00	-\$2,500.00
611-09.012	REWORK CATCH BASIN	EACH	1	\$8,032.98	\$8,032.98
TOTAL BASE BID AMOUNT				\$479,175.00	
TOTAL CHANGE ORDER NO. 1 AMOUNT				\$169,282.80	
TOTAL CHANGE ORDER NO. 2 AMOUNT				\$53,188.98	
NEW CONTRACT				\$701,646.78	

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February 16, 2023

Mr. John Lawless, City Manager
Town of Kingston Springs
396 Spring Street
Kingston Springs, TN 37082

**RE: TDOT PIN: 123749.00 – State Project No. 11LPLM-F3-017 – Contract No. 160153
Harpeth Middle School – Safe Routes to School Project
Town of Kingston Springs, Tennessee (Cheatham County)
Change Order No. 2 - Justification**

This Change Order No. 2 is necessary to cover the construction plans revision.

Increased Quantity of Original Bid Pay Item:

1. 303-01 – Mineral Aggregate, Type A Base, Grading D – TON 300 TON / \$40.00 per TON

TDOT Average Unit Price (AUP) ranged from \$19.61 to \$31.92 per TON. The bid unit price falls outside this range. The bid unit price is higher than the overall statewide average of \$24.50 per TON. Considering the smaller quantity, the bid unit price is acceptable.

2. 407-20.05 – Saw Cutting Asphalt Pavement – L.F. 3,500 L.F. / \$3.00 per L.F.

TDOT Average Unit Price (AUP) is \$6.36. The bid unit price is lower than the overall statewide average. Therefore, the bid unit price is acceptable.

New Pay Item(s) – Justification of Unit Price:

3. 607-37.02 – 18” Corrugated Metal Pipe Culvert – L.F. 30 L.F. / \$238.22 per L.F.

TDOT Average Unit Price (AUP) is \$188.71. The bid unit price is higher than the overall statewide average. What needs to be considered here is the use of this item widely ranges in labor effort verses quantity placement. This project will require more labor in relationship to L.F. placement. The bid unit price is acceptable. (See Attachment – Contractor Justification for this Item.)

4. 607-37.30 – 12In Corrugated Metal Pipe Culvert – L.F. 60 L.F. / \$164.64 per L.F.

TDOT Average Unit Price (AUP) is \$77.00. The bid unit price is higher than the overall statewide average. What needs to be considered here is the use of this item widely ranges in labor effort verses quantity placement. This project will require more labor in relationship to L.F. placement. The bid unit price is acceptable. (See Attachment – Contractor Justification for this Item.)



5. 611-07.31 – 18In Endwall (Side Drain) – EACH 2 EACH / \$4,065.50 per EACH

TDOT Average Unit Price (AUP) is \$3,412.14. The bid unit price is higher than the overall statewide average. What needs to be considered here is the use of this item widely ranges in labor effort verses quantity placement. This project will require more labor in relationship to EACH placement. The bid unit price is acceptable. (See Attachment – Contractor Justification for this Item.)

6. 611-09.02 – Rework Catch Basin – EACH 1 EACH / \$8,032.98 per EACH

TDOT Average Unit Price (AUP) is \$2,621.42. The bid unit price is higher than the overall statewide average. What needs to be considered here is the use of this item widely ranges in labor effort verses quantity placement. This project will require more labor in relationship to EACH placement. The bid unit price is acceptable. (See Attachment – Contractor Justification for this Item.)

Removal of Existing Pay Item:

7. 611-09.01 – Adjustment of Existing Catch Basin – EACH -1 EACH / -\$2,500.00 per EACH

TDOT Average Unit Price (AUP) is \$1,637.92. The bid unit price is higher than the overall statewide average. This pay item is being removed from the contract, and it is being replaced by TDOT Item No. 611-09.02.

Note for Justification Letter:

The Bid Unit Price for Original Bid Pay Items cannot be changed unless they are determined to be a “Major Pay Item” as defined in the TDOT Standard Specifications for Road and Bridge Construction, January 1, 2021. The Standard Specifications dictate how a Major Pay Item can be revised depending upon the quantity increased or decreased. FHWA and TDOT will not allow for changes to the Original Bid Unit Price of pay items that are not “Major Pay Items.”

CHANGE ORDER - SUMMARY ATTACHMENT "A" - TDOT UNIT PRICES
CHANGE ORDER NO. 2 - COST ANALYSIS
Harpeth Middle School – Safe Routes to School Project
TDOT PIN: 123749.00 – State Project No. 11PLM-F3-017 – Contract No. 160153
Town of Kingston Springs, Tennessee (Cheatham County)

ITEM NO.	DESCRIPTION	UNIT	CURRENT PLAN QUANTITY	QUANTITY CHANGE	UNIT PRICE	\$ VALUE OF CHANGE	TDOT AVERAGE UNIT PRICES				
							2022	2021	2020	2019	4-YEAR AVERAGE
303-01	MINERAL AGGREGATE, TYPE A BASE, GRADING D	TON	300	300	\$40.00	\$12,000.00	\$31.92	\$26.61	\$19.61	\$23.47	\$25.40
407-20-05	SAW CUTTING ASPHALT PAVEMENT	L.F.	1500	3,500	\$3.00	\$10,500.00	\$7.35	\$5.24	\$5.30	\$7.54	\$6.36
607-37-02	18" CORRUGATED METAL PIPE CULVERT	L.F.	0	30	\$238.22	\$7,146.60	\$175.00	\$400.00	\$65.85	\$114.00	\$186.71
607-37-30	12IN CORRUGATED METAL PIPE CULVERT	L.F.	0	60	\$164.64	\$9,878.40	NO DATA	\$100.00	\$54.00	NO DATA	\$77.00
611-07-31	18IN ENDWALL (SIDE DRAIN)	EACH	0	2	\$4,065.50	\$8,131.00	\$3,216.88	\$3,609.38	\$3,004.80	\$3,817.50	\$3,412.14
611-09-01	ADJUSTMENT OF EXISTING CATCH BASIN	EACH	1	-1	\$2,500.00	-\$2,500.00	\$1,840.03	\$1,840.03	\$1,094.38	\$1,429.12	\$1,657.92
611-09-012	REWORK CATCH BASIN	EACH	0	1	\$8,032.98	\$8,032.98	\$5,121.88	\$2,700.00	\$1,441.57	\$1,221.22	\$2,621.42
TOTAL AMOUNT						\$53,188.98	TDOT AVERAGE UNIT PRICES FOR REGION 3 AND THE STATE OF TENNESSEE.				

303-01 MINERAL AGGREGATE, TYPE A BASE, GRADING D
The Contractor and TDOT Construction Office deems the existing fill material on-site to be unsuitable. Therefore, this item was increased to meet TDOT Specifications.

407-20-05 SAW CUTTING ASPHALT PAVEMENT
The Contractor and TDOT Construction Office deems Saw Cutting Asphalt needs to be performed the entire length of the project. Therefore, this item was increased to meet TDOT Specifications.

607-37-02 18" CORRUGATED METAL PIPE CULVERT
This item was added based on the revised construction plans for drainage structures.

607-37-30 12IN CORRUGATED METAL PIPE CULVERT
This item was added based on the revised construction plans for drainage structures.

611-07-31 18IN ENDWALL (SIDE DRAIN)
This item was added based on the revised construction plans for drainage structures.

611-09-01 ADJUSTMENT OF EXISTING CATCH BASIN
This item unit price was changed revised construction plans for drainage structures.

611-09-02 REWORK CATCH BASIN
Per the TDOT Construction Office, the top of the existing catch basin needs to be reworked with the addition new rim & lid

Change: Increase Quantity of Existing Pay Item

Change: Increase Quantity of Existing Pay Item

Change: Add New Pay Item to Contract

Change: Add New Pay Item to Contract

Change: Add New Pay Item to Contract

Change: Remove Existing Pay Item from Contract

Change: Add New Pay Item to Contract

OVER / UNDER TDOT AVERAGE UNIT PRICE

Over TDOT 4 - Year Average by 57.48% (Quantity Increase - Original Bid Item - Cost Does not Change)

OVER / UNDER TDOT AVERAGE UNIT PRICE

Under TDOT 4 - Year Average by 52.83% (Quantity Increase - Original Bid Item - Cost Does not Change)

OVER / UNDER TDOT AVERAGE UNIT PRICE

Over TDOT 4 - Year Average by 26.24% (TDOT Cost Breakdown Provided by Contractor.)

OVER / UNDER TDOT AVERAGE UNIT PRICE

Over TDOT 4 - Year Average by 113.82% (TDOT Cost Breakdown Provided by Contractor.)

OVER / UNDER TDOT AVERAGE UNIT PRICE

Over TDOT 4 - Year Average by 19.15% (TDOT Cost Breakdown Provided by Contractor.)

OVER / UNDER TDOT AVERAGE UNIT PRICE

Over TDOT 4 - Year Average by 52.63% (TDOT Cost Breakdown Provided by Contractor.)

OVER / UNDER TDOT AVERAGE UNIT PRICE

Over TDOT 4 - Year Average by 206.44% (TDOT Cost Breakdown Provided by Contractor.)

DRAINAGE BOX ADJUSTMENT KINGSTON (1 EA)

MATERIALS	UNIT	QUANTITY	UNIT RATE	SUBTOTAL	P&OH (15%)	TOTAL COST
RISER/LID	EA	1.00	\$ 1,267.20	\$ 1,267.20	190.08	\$ 1,457.28
CASTING	EA	1.00	\$ 655.60	\$ 655.60	98.34	\$ 753.94
MISC MATERIAL	LS	1.00	\$ 250.00	\$ 250.00	37.5	\$ 287.50
TOTAL MATERIALS						\$ 2,498.72

LABOR	UNIT	QUANTITY	BASE RATE	BURDEN (45%)	P&OH (20%)	TOTAL UNIT	TOTAL COST
FOREMAN/OPERATOR BASE RATE	HR	16.00	\$ 44.50	\$ 20.03	\$ 8.90	73.43	\$ 1,174.80
OPERATOR TRAVEL COST (HOTEL AND PER DIEM)	DAY	2.00	\$ 150.00	\$ -	\$ -	-	\$ 300.00
LABORER BASE RATE	HR	25.00	\$ 19.00	\$ 8.55	\$ 3.80	31.35	\$ 783.75
LABORER TRAVEL COST (HOTEL AND PER DIEM)	DAY	2.50	\$ 130.00	\$ -	\$ -	-	\$ 325.00
TOTAL LABOR							\$ 2,583.55

EQUIPMENT	UNIT	QUANTITY	OPER RATE	P&OH (20%)	TOTAL UNIT	TOTAL COST
SMALL TOOLS	HR	16.00	15.00	3.00	18.00	\$ 288.00
DUMP TRUCK	HR	4.00	110.00	22.00	132.00	\$ 528.00
PICKUP	HR	16.00	15.00	3.00	18.00	\$ 288.00
TAKEUCHI 290 EXCAVATOR	HR	16.00	90.00	18.00	108.00	\$ 1,728.00
TOTAL EQUIPMENT						\$ 2,832.00

SUBTOTAL						\$ 7,914.27
BOND INCREASE						\$ 118.71
TOTAL						\$ 8,032.98
						\$ 8,032.98 /EA

18" PIPE (30 LF)

MATERIALS	UNIT	QUANTITY	UNIT RATE	SUBTOTAL	P&OH (15%)	TOTAL COST
18" PIPE	LF	30.00	36.87	1,106.16	165.92	1,272.08
DELIVERY	LS	1.00	150.00	150.00	22.50	172.50
MISC MATERIAL	LS	1.00	350.00	350.00	52.50	402.50
TOTAL MATERIALS						\$ 1,847.08

LABOR	UNIT	QUANTITY	BASE RATE	BURDEN (45%)	P&OH (20%)	TOTAL UNIT	TOTAL COST
FOREMAN/OPERATOR BASE RATE	HR	16.00	\$ 44.50	\$ 20.03	\$ 8.90	\$ 73.43	\$ 1,174.80
OPERATOR TRAVEL COST (HOTEL AND PER DIEM)	DAY	2.00	\$ 150.00	\$ -	\$ -	\$ -	\$ 300.00
LABORER BASE RATE	HR	20.00	\$ 19.00	\$ 8.55	\$ 3.80	\$ 31.35	\$ 627.00
LABORER TRAVEL COST (HOTEL AND PER DIEM)	DAY	2.00	\$ 130.00	\$ -	\$ -	\$ -	\$ 260.00
TOTAL LABOR							\$ 2,361.80

EQUIPMENT	UNIT	QUANTITY	OPER RATE	P&OH (20%)	TOTAL UNIT	TOTAL COST
SMALL TOOLS	HR	16.00	15.00	3.00	18.00	\$ 288.00
DUMP TRUCK	HR	4.00	110.00	22.00	132.00	\$ 528.00
PICKUP	HR	16.00	15.00	3.00	18.00	\$ 288.00
TAKEUCHI 290 EXCAVATOR	HR	16.00	90.00	18.00	108.00	\$ 1,728.00
TOTAL EQUIPMENT						\$ 2,832.00

SUBTOTAL						\$ 7,040.88
BOND INCREASE						\$ 105.61
TOTAL						\$ 7,146.50
						\$ 238.22 /LF

12" PIPE (60 LF)

MATERIALS	UNIT	QUANTITY	UNIT RATE	SUBTOTAL	P&OH (15%)	TOTAL COST
12" PIPE	LF	60.00	24.62	1,477.08	221.56	1,698.64
DELIVERY	LS	1.00	250.00	250.00	37.50	287.50
MISC MATERIAL	LS	1.00	650.00	650.00	97.50	747.50
TOTAL MATERIALS						\$ 2,733.64

LABOR	UNIT	QUANTITY	BASE RATE	BURDEN (45%)	P&OH (20%)	TOTAL UNIT	TOTAL COST
FOREMAN/OPERATOR BASE RATE	HR	24.00	\$ 44.50	\$ 20.03	\$ 8.90	73.43	\$ 1,762.20
OPERATOR TRAVEL COST (HOTEL AND PER DIEM)	DAY	3.00	\$ 150.00	\$ -	\$ -	-	\$ 450.00
LABORER BASE RATE	HR	30.00	\$ 19.00	\$ 8.55	\$ 3.80	31.35	\$ 940.50
LABORER TRAVEL COST (HOTEL AND PER DIEM)	DAY	3.00	\$ 130.00	\$ -	\$ -	-	\$ 390.00
TOTAL LABOR							\$ 3,542.70

EQUIPMENT	UNIT	QUANTITY	OPER RATE	P&OH (20%)	TOTAL UNIT	TOTAL COST
SMALL TOOLS	HR	24.00	15.00	3.00	18.00	\$ 432.00
DUMP TRUCK	HR	0.00	110.00	22.00	132.00	\$ -
PICKUP	HR	24.00	15.00	3.00	18.00	\$ 432.00
TAKEUCHI 290 EXCAVATOR	HR	24.00	90.00	18.00	108.00	\$ 2,592.00
TOTAL EQUIPMENT						\$ 3,456.00

SUBTOTAL						\$ 9,732.34
BOND INCREASE						\$ 145.99
TOTAL						\$ 9,878.33
						\$ 164.64 /LF

18" HEADWALL (2 EA)

MATERIALS

18" HW for CMP TDOT D-PE-4
DELIVERY
MISC MATERIAL

UNIT	QUANTITY	UNIT RATE	SUBTOTAL	P&OH (15%)	TOTAL COST
EA	2.00	1,667.60	3,335.20	500.28 \$	3,835.48
LS	1.00	200.00	200.00	30.00 \$	230.00
LS	1.00	200.00	200.00	30.00 \$	230.00
				\$	4,295.48

LABOR

FOREMAN/OPERATOR BASE RATE
OPERATOR TRAVEL COST (HOTEL AND PER DIEM)
LABORER BASE RATE
LABORER TRAVEL COST (HOTEL AND PER DIEM)

UNIT	QUANTITY	BASE RATE	BURDEN (45%)	P&OH (20%)	TOTAL UNIT	TOTAL COST
HR	12.00	\$ 44.50	\$ 20.03	\$ 8.90	73.43	\$ 881.10
DAY	1.50	\$ 150.00	\$ -	\$ -	-	\$ 225.00
HR	15.00	\$ 19.00	\$ 8.55	\$ 3.80	31.35	\$ 470.25
DAY	1.50	\$ 130.00	\$ -	\$ -	-	\$ 195.00
				\$	1,771.35	

TOTAL LABOR

EQUIPMENT

SMALL TOOLS
DUMP TRUCK
PICKUP
TAKEUCHI 290 EXCAVATOR

UNIT	QUANTITY	OPER RATE	P&OH (20%)	TOTAL UNIT	TOTAL COST
HR	12.00	15.00	3.00	18.00	\$ 216.00
HR	0.00	110.00	22.00	132.00	\$ -
HR	12.00	15.00	3.00	18.00	\$ 216.00
HR	12.00	90.00	18.00	108.00	\$ 1,296.00
				\$	1,944.00

TOTAL EQUIPMENT

SUBTOTAL
BOND INCREASE

TOTAL

\$	8,010.83
\$	120.16
\$	8,130.99
\$	4,065.50 /EA



Department Reports

Kingston Springs, Tennessee

March
2023



Monthly Codes Report - Commission Packet

12/01/2022 - 02/28/2023

Case #	Case Date	Violation Address	Owner Name	Type	Description of Possible Violation	Main Status
200188	2/27/2023	216 Woodlands Dr	LOAEZA VIRGINIA NICOLE ETVIR URIEL LOAEZA	Resident/Other Complainant	Dumping paint or washing drywall mud into creek	Pending
200187	2/15/2023	387 Moores Ci	FRANCIS KARL	Resident/Other Complainant	Trash, Junk and debris in yard	Open - Yellow Card
200186	2/15/2023	1312 Teri Lynn Ct.	GOODMAN ROBBIE LYNN ETVIR DARRELL KIRBY	Resident/Other Complainant	Disabled red Pick up truck parked in road at this address being used as a dumpster.	Pending
200185	1/17/2023	1311 CC Road	SULLIVAN REEDY A	Resident/Other Complainant	Trash/junk in yard getting onto other property	Open - Yellow Card
200184	1/17/2023	471 Page Rd.	SANDERS DENNIS ETUX ASHLEY R	Anonymous Complainant	Double driveway, Lot Coverage, Running a Business on residential lot, Questionable people	Open - Yellow Card
200183	1/6/2023	356 Love St		Town Staff	Stop Work Order issued 1/6/2023	Open - Yellow Card
200182	12/14/2022	Main Street	CROUCH ROBERT D ETUX	Resident/Other Complainant	Delapid Structure,	Violation Letter Issued

Case #	Case Date	Violation Address	Owner Name	Type	Description of Possible Violation	Main Status
200181	12/7/2022	417 Mt. Pleasant Rd.	IVEY ISAAC H ETUX BESSIE	Resident/Other Complainant		Abated/Closed (Green Card)
200180	12/7/2022	216 Woodlands Drive	LOAEZA VIRGINIA NICOLE ETVIR URIEL LOAEZA		Dumpint paint in creek	Unfounded

Total Records: 9

3/10/2023



Monthly Departmental Update

March 2023

PARKS DEPARTMENT MONTHLY REPORT

Projects/Items in the Works:

- Soccer registration is over and we had 47 more players registered this season than last. Season starts March 18th.
- There is a water leak at Burn Park going to the splashpad, we will be repairing this on the first dry day.
- IES electric has been out and will be quoting us on installing the aerators at the pond and changing out the existing parking lot lighting to LED.
- We have started the process of installing a flock LPR camera at the entrance of Burns Park. This will be tied into the existing system.
- The Scouts chose not to operate the concession stand during the spring soccer season and this role will be taken over by the Athletic Department at Harpeth High School.

Other Notes:

- Seniors will have bingo on the 2st & 4th Monday's at 10:00
- March luncheon will be on 3/16/23 at Country Café in Fairview.
- Soccer begins on March 18th.



Monthly Departmental Update

POLICE/FIRE DEPARTMENT MONTHLY REPORT March 2023

Projects/Items Completed this Month:

Fire Department

- Department Training continues on various topics and procedures

Police Department

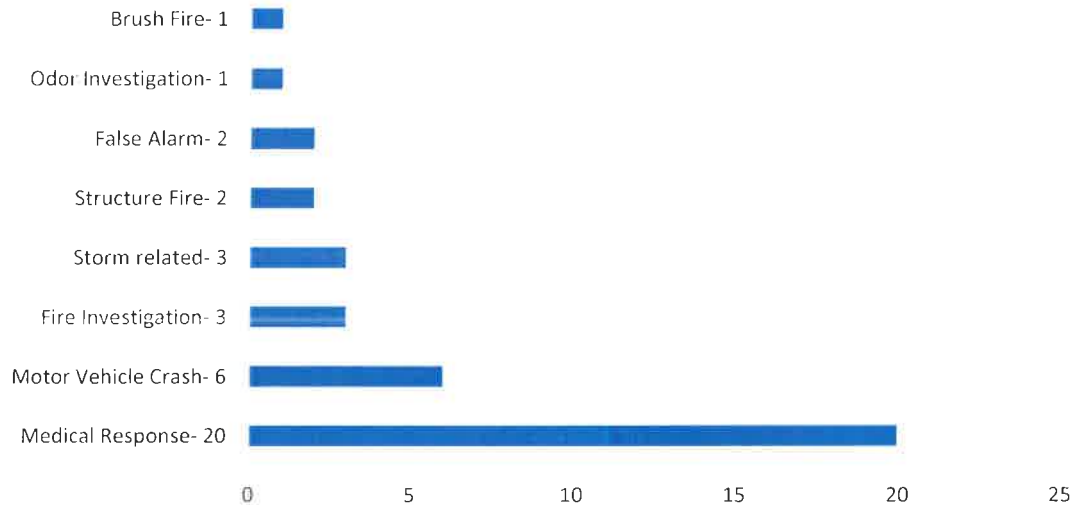
- On Friday March 3rd a severe storm with high winds came through our area . Police and Fire Departments coordinated with Public Works as emergency response. All crews worked well as a team and when the town was cleared the team worked to assist Cheatham county as emergency response. More than 30+ calls. Chief Ivey , Roger Parker , Demetria Morgan , Daniel Richmond , Tom Brostowin , Paul LeDoux, Scott Fugleberg , Easton Thomas , Drew Eanes and John Ershek responded and worked until the job was done.

Other Notes:

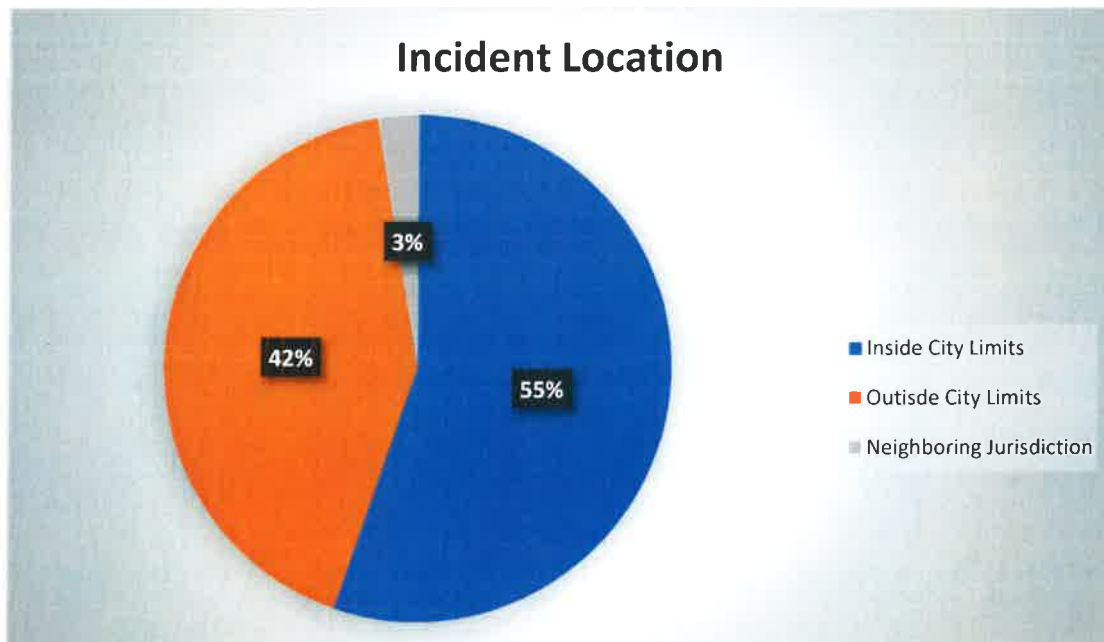
Kingston Springs Volunteer Fire Department Incident Response for February 2023

KSVFD responded to 38 calls in the month of February with an average response time of just under 7 minutes. Below is a breakdown of the incident type

Incident Type



Incident Location



Kingston Springs Police Department
Monthly Report Worksheet

TYPE OF CALL	MONTH'S TOTAL	
TRAFFIC CITATIONS ISSUED	31	
MISDEMEANOR CITATIONS ISSUED	2	
10-14 ESCORT	4	
10-15 ARREST	5	
10-17 SERVE WARRANT	5	
10-27 BURGLARY	1	
10-42 ALARM	14	
10-43 REQUEST FOR OFFICER / INVESTIGATION	64	
10-43 MOTORIST / CITIZEN ASSIST	6	
10-44 STOLEN VEHICLE	2	
10-45 VEHICLE CRASH (non-injury)	5	
10-46 VEHICLE CRASH (with injuries)	1	
10-49 DRIVING UNDER THE INFLUENCE	2	
10-52 ROBBERY		
10-58 PUBLIC INTOXICATION		
10-59 FIGHT/ASSAULT	1	
10-62 DECEASED PERSON	3	
10-71 SCHOOL ZONE TRAFFIC	2	
10-72 FIRE CALL	14	
10-72b FIRE CALL (medical)	10	
10-80 EXTRA PATROL	35	
10-81 TRAFFIC STOP	94	
10-82 MUTUAL AID	18	
10-86 DOMESTIC ASSAULT	2	
10-94 SUICIDE/ATTEMPTED SUICIDE	2	
FOLLOW UP INVESTIGATIONS	9	
Traffic Stop Count	Warning	Citation Issued
Mt. Pleasant Rd.	1	0
W. Kingston Springs Rd	9	6
E. Kingston Springs Rd.	13	7

Officer: Department Total

Month: February 2023



Monthly Departmental Update

March 2023

PUBLIC WORKS DEPARTMENT MONTHLY REPORT

Projects/Items Completed this Month:

- Painted City Hall
- Changed plugs and switches at City Hall
- Trimmed trees and bushes at Firehall and City Hall
- Cleaned up trash from illegal dumping on South Harpeth Rd
- Pressure washed City Hall
- Hauled scrap off
- Cleaned culverts
- Trimmed roadside trees
- Installed new road signs
- Changed out road signs
- Used Google Earth to locate missing road signs
- Covered numerous sewer calls
- Had several 811 locates
- Replaced missing road signs
- Changed old faded road signs
- Cleaned up debris at Turnbull Bridge
- Fixed roof on Public Works Building again
- Cleaned storm drains and curbs
- Clean up trees from storm in Burns Park
- Cleared trees from Roadway after storm
- Picked up flooring for City Hall
- Cleaned up a tree at Ullrich Landing
- Patched some pot holes
- Located sewer lines



Monthly Departmental Update

Projects/Items in the Works:

- Pressure wash Beck Building
- Tree trimming
- Bush hogging at Burns Park
- Fix leaking pipe at Burns Park
- Finish water fountain at Dog Park
- Get baseball field ready for use
- Patch potholes across town
- Edge sidewalks across town
- Trash pick up by Sheriff's Department

Other Notes:

On Friday March 3rd we have a severe storm with high winds come through our area . Public Works , Parks , Police Department and Fire Department all worked together as a team and got roads back passable after several hours . This was very much a team effort and everyone worked very hard and stayed until the task was completed. Once the City was cleared the team worked to clear county roads also for emergency purposes . In all we had 30+ calls in that one day . Chief Ivey , Roger Parker , Demetria Morgan , Daniel Richmond , Tom Brostowin , Paul LeDoux , Scott Fugleberg , Easton Thomas , Drew Eanes and John Ershek made up the crew for that day .

A new building to hold salt is a much needed item very soon . The current building is falling apart and asphalt under the salt is falling apart .

The roof of Public Works is in bad shape and needs to be replaced .



QUALITY DRINKING WATER
SINCE 1934

Second South Cheatham Utility District

TOWN OF KINGSTON SPRINGS BILLING REGISTER SUMMARY

R3/7/23D

Billing Period
2/28/2023

Jan 23 - Ending Balance	42,524.43
Add Penalties:	472.89
Adjustments:	-11,540.65
Less Payments:	-41,142.24
Unapplied cash payments	-357.00
Balance Forward:	-10,042.57
Sewer Billing (Sales):	52,326.22
Total Account Receivable:	42,283.65

COLLECTIONS STATEMENT

Collection Dates:	02/01/2023 - 02/28/2023
Collection Amount:	41,142.24
Unapplied Cash	357.00
Less 6.5%	2,697.45
Amount Due	38,801.79

	Same Period Last Year	Current Period	Increase or Decrease
SALES	36,330.00	52,326.22	44.0%
GALLONS	3503.1	4160.0	18.8%

ADJUSTMENTS

Petro Inc	0101-20821-000	-306.44	leak
Sharon Carter	0101-91610-005	-66.4	leak
Barbara Jones	0101-30910-002	-92.12	leak
Bary Deal	0101-19840-000	-411.74	leak
Dave Parks	0101-18480-001	-39.36	leak
Kathy Miller	0101-28010-002	-8.27	billing error
Joachim Coppolino	0101-85310-014	-38.94	leak
Harpeth High School	0101-26050-000	-10577.38	leak
Total		-11540.65	

505 Valley Dr. P.O. Box 309 Phone: 615-952-3094 Fax: 615-952-2017 www.secondsouthcheatham.com

Kingston Springs, Tennessee 37082

This institution is an equal opportunity provider and employer

Second South Cheatham

Transaction Rate Summary

Company Division(s)	All	Include Voided Transactions	
Cycle(s)	01 Cycle 1	Batch Range	All
Customer Type(s)	All	Break Out Addons Per Service Type	
Service Type(s)	KS Sewer	Break Out Service Credit	
Account Range	All	Report Breakdown Level	Totals Only
Transaction Type	History		
Transaction Date Range	2/1/2023 To 2/29/2023		

Service Type	Rate Code	Adjustments	Payments	Deposit	Applied	Bad Debt	Applied Credit
				Receipts	Deposits	Writeoffs	
KS KS Sewer Usage	01	-\$11,540.65	-\$40,622.89	\$0.00	\$0.00	\$0.00	-\$348.90
KS K.S. Sewer Only	06	\$0.00	-\$15.45	\$0.00	\$0.00	\$0.00	\$0.00
Penalty KS Sewer Penalty	11	\$0.00	-\$503.90	\$0.00	\$0.00	\$0.00	-\$8.10
All Routes Totals		-\$11,540.65	-\$41,142.24	\$0.00	\$0.00	\$0.00	-\$357.00

Code Summary Report

Cycle(s) 01 Cycle 1 Print Totals Only
 Customer Type(s) All
 Service Type(s) KS Sewer
 Print Code Summary Report For Historical Billing

Account Number Range All Inactive Services With Arrears Shown In Billing
2/1/2023 To 2/28/2023

Service	Rate	Number		Charges	Usage	Adjustment Amount	Adjusted Total
		Active	Inactive				
KS Sewer	01 KS Sewer Usage	753	11	\$52,279.87	4,160,000		
	06 K.S. Sewer Only	3	0	\$46.35			
			11	\$52,326.22	4,160,000		
Penalty	11 KS Sewer Penalty	100	9	\$472.89			
	Total Penalties		9	\$472.89			
Report Totals				\$52,799.11	4,160,000		

John Lawless

From: Doris Neil
Sent: Thursday, March 2, 2023 2:20 PM
To: John Lawless; Kellie Reed
Subject: FW: adjustment

From: Wanda Baker <secondsouth@att.net>
Sent: Thursday, March 2, 2023 1:22 PM
To: Doris Neil <dneil@kingstonsprings-tn.gov>
Subject: adjustment

Hi Doris,

I did a large adjustment for the Harpeth High School on sewer. They had a big pipe leak outside. It is for \$10,577.38 and it will be on the paperwork from Wanda with the check. She wanted me to give you a heads up since it was so much.

Jennifer L. Davenport

Customer Service

Second South Cheatham Utility District

505 Valley Drive

Kingston Springs, TN 37082

Phone: 615-952-3094

Fax: 615-952-2017

www.secondsouthcheatham.com