

City of Red Bank

BOARD OF COMMISSIONERS WORK SESSION

Work Session Agenda

June 2, 2026

5:00 PM

The purpose(s) of the meeting shall be for the Commission to receive, consider, discuss, deliberate, and debate the matters listed herein below and such other public business as may lawfully be undertaken provided that no formal votes are to occur and no matters or issues will be formally decided upon at this meeting.

- I. **Employee Recognition - Assistant Fire Chief Jerry Carter - 50 years**
- II. **On Consent Agenda - Approve revised GPS Policy Res No. 26-1909 (DAF Perry)**
- III. **On Consent Agenda - Approve Capital Improvement Plan (CIP) Res No. 26-1910 (CM Granum)**
- IV. **On Consent Agenda - Authorize Participation in the THSO Community Traffic Safety Grant for \$98,353.70 Res No. 26-1911 (PC Seymour)**
- V. **On Consent Agenda - Resolution Authorizing a Capital Outlay Note in the Amount of \$540,000.00, debt to be shared across various divisions of the Public Works Department Res No. 26-1912 (CFO Pickel)**
- VI. **FY26 End of Year of Grant Rollovers Ord No. 26-1309 (CFO Pickel)**
- VII. **FY26 End of Year Budget Amendments Ord No. 26-1310 (CFO Pickel)**
- VIII. **Citizen Comments on Items on the Work Session Agenda**
- IX. **Any other business to discuss**
- X. **Adjournment**

City of Red Bank

Global Positioning Satellite System(GPS) Policy

The City of Red Bank will utilize a Global Positioning Satellite (GPS) system attached to designated City vehicles to increase efficiencies, save on fuel costs, facilitate City business, promote safety, and enhance the services provided to its citizens.

The vehicles equipped with the GPS system include those selected, from time to time, within the Departments of Public Works, Fire, Police, and General Administration.

Employees should understand that City vehicles are to be utilized solely for City business and within designated areas. These devices allow the City to monitor the location, speed, direction, ignition status, and other information of its vehicles at any time, anywhere, and in any weather condition. It is also possible for the City to be alerted to the fact that the vehicle has entered or exited certain designated areas.

The following information is generated by the GPS unit:

- a. Mileage Report – provides vehicle mileage information based on collected GPS data.
- b. Location History – archives information on where a vehicle was located and at what time.
- c. Location Report – provides the last reported location and path of the vehicle.
- d. Follow Path – tracks the path of the vehicle in real time.
- e. Speed Report – tracks and records the speed of the vehicle.
- f. Idle/Stop Time Report – shows how long a vehicle was idle or stopped and the location.
- g. Ignition On/Off Report – shows when the vehicle ignition was turned on/off and the location.

Employees are prohibited from tampering, disabling, or destroying any part of the GPS system equipment.

Employees will continue to be required to follow the policies and procedures set forth within the City of Red Bank Employee Handbook regarding the operation of a City vehicle.

Employees should understand that GPS data from these systems is deemed by the City of Red Bank to be reliable and that the City will review the information generated by the GPS unit for any reason or for no reason and from time to time. The City may use this data to make employment and management decisions regarding employees based on GPS system data.

Employees who fail to adhere to the GPS system policy will be subject to disciplinary action up to and including termination of employment with the City of Red Bank.

City Manager

Date

Approved by Resolution 25-XXXX

ATTACHMENT:

ACKNOWLEDGEMENT

I hereby acknowledge that I have received and read a copy of the City of Red Bank's Global Positioning Satellite (GPS) Policy. I understand that all GPS units are the property of the city, as is the information received from, transmitted by, or stored within the GPS system. I understand that I have no expectation of privacy in connection with the use of a City vehicle, or the transmission, receipt, or storage of information contained within the GPS equipment or system.

I acknowledge and consent to the City's monitoring of my use of a city-owned vehicle at any time the City deems it necessary in accordance with its policy. I understand that this consent is a condition of my employment and/or continued association with the City. I understand all the provisions specified in this policy. Further, I recognize that a violation of this policy may result in disciplinary action, including immediate termination.

Employee (Please Print)

Employee Signature

Date

Department Head-Witness

Date

FY27 – FY31 Capital Improvement Plan (CIP) Narrative

A companion document to the CIP Spreadsheet

This document is intended to provide a narrative to compliment the spreadsheet titled: **Red Bank Capital Improvements Plan (CIP) General Fund Use Only FY27-FY31** (currently dated 5.14.26) included at the end of this document below

Overall notes:

- This written narrative compliments the CIP spreadsheet, beginning at the top left of the spreadsheet and navigating down the first column.
- The costs shown are only General Fund costs, which principally come from property tax revenues. Overall project costs are not shown. And uses of other funds such as grants or other Red Bank funds (sanitation, stormwater, state street aid, etc.) may not be shown. The principal purpose of this CIP is to manage the impact these projects have on the General Fund, properly sequence interdependent projects, and ensure availability of limited staff resources.
- The event horizon of the CIP is five years, FY27 through FY31. FY27 being the ‘*budget year*’ and the only year that can be formally included in the budget. The FY27 costs shown on this CIP need to be heeded, and with great discipline. The ‘*out years*’ of FY28 and beyond are for planning purposes and will be reviewed/budgeted in subsequent budget cycles, as the commission sees fit at that time.
- In some cases, it is helpful to show FY 32 and beyond, so some costs are shown, but FY32 and beyond should be viewed as incomplete and beyond the scope of this CIP.

Current Debt Service

This row reflects all previous loans currently in repayment. Note the significant drop in FY29, and the last current loan is paid off in FY31. The status of all municipal debt is periodically briefed to the commission, the most recent being on [4 February, 2025; please watch the YouTube video](#) for that work session presentation for more information on our current debt, the presentation is at the beginning of the video and runs about 30 minutes.

Transportation Improvement Projects: Under Contract (RB 20%) These projects are ongoing... Further, the amounts listed in each year reflect the intent to pay the required Red Bank match entirely within that FY (i.e. the match is not borrowed to spread the cost out over several years.)

Resurfacing Dayton Blvd from Browntown Road to Gadd Road (TDOT PIN# 130155)

Purpose: Resurfacing of Dayton Boulevard from Browntown Road to Gadd Road (approximately 0.75 miles) • Milling old asphalt surface 1-¼ inches • Overlay with new asphalt • New striping configuration that will modify the current 5 and 4 lane configurations into a constant three-lane configuration from Browntown/Wickley Roads with a center turn lane that runs the entire length and terminates at Gadd Road (city limits). This will create a turn lane at the Hamilton County/Red Bank Recycle Center, Hartman Hill sub-division, Holiday Lane, and Coburn Drive where none exists at the present time. • Will create additional capacity on both sides of Dayton Boulevard for future bike and pedestrian projects on the northern limits of the City of Red Bank

ADA Sidewalk Improvements: Newberry St to Signal Mountain Rd (TDOT PIN# 130774)

Purpose: Upgrade and retrofit of sidewalk ramps to comply with ADA/PROWAG standards (Approximately 1.9 miles along Dayton Blvd). • ADA-Americans with Disabilities Act: 2010 ADA Standards for Accessible Design • PROWAG-Public Rights-of-Way Accessibility Guidelines

Replacement of Lullwater Road Bridge (TDOT PIN# 130563)

Purpose: Replacement of the one-lane bridge crossing Stringers Branch on Lullwater Road and adjacent to Signal Mountain Rd. (Approximately 0.11 miles). Subject bridge was initially constructed in 1950, before the City of Red Bank was incorporated. The bridge was re-constructed in 1992 to the current level of operation it is now. This has always been a one lane bridge and prior to 1992 had been a wooden decked bridge.

CMAQ/Bicycle Boulevard (TDOT PIN# 135374)

CMAQ - Congestion Mitigation Air Quality (CMAQ) - Multi-Modal Transportation Grant. Connects White Oak Connector Trail to James Street Ballfields. This project is indicated on the CIP because it is a major capital project and with great community interest, but all Red Bank funds will be from the **State Street Aid fund** (hence no General Fund amounts are show on the CIP).

Transportation Improvement Projects: Prioritized / No Contracts (RB 20%)

These projects are in the queue, but do not have a contractual obligation yet. Please note the change in strategy for funding the Red Bank match; financing of the Red Bank match is anticipated with loans estimated at 4% interest and either a 5-year or 10-year term as noted.

Sidewalk Groupings: FY28

A comprehensive, citywide effort to connect sidewalk infrastructure across multiple corridors rather than advancing isolated segments. The project is intended to improve pedestrian safety and connectivity, support walkability goals identified through public input, and better link neighborhoods, schools, and commercial areas. The grouping approach allows the city to prioritize projects strategically, remain competitive for federal transportation funding, and deliver improvements more efficiently over time. The project is programmed within the MPO's 2026–2029 Transportation Improvement Program with an anticipated total cost of approximately \$3.1 million. Current programming contemplates roughly \$2.5 million in federal funding, with an estimated local contribution of \$625,000. The three segments of this project include #1-new sidewalk along Dayton Boulevard from Browntown Road to Gadd Road on the west side of the boulevard, #2-the unfinished section of sidewalk on the north side of Morrison Springs Road from just below Erlanger North hospital to Mountain Creek, and #3-new sidewalk from Greenleaf Street to W. Newberry Street along Dayton Boulevard. Final design and construction phasing will be refined as the project advances through the standard planning and design process.

Ashmore Ave – Repair: FY29

The “Ashmore Tear” refers to a roughly 300-foot section of roadway that has been damaged by geotechnical movement from the adjacent hillside in the 1800 block of Ashmore Avenue. To better understand this complex, slow-moving slide and identify a permanent solution, in 2022 the City allocated approximately \$66,000 in ARPA funds for a formal geotechnical study. In 2025, the regional Municipal Planning Organization (MPO) programmed \$912,800 toward future repairs. However, those funds will not be available until FY-29. While it is not yet known whether this funding will require an 80/20 local match, it is anticipated that the city may need to contribute up to \$237,000 from its own funding source toward an estimated \$1.2 million total repair cost.

Easton Ave – Repaving & Sidewalks: FY29

Easton Ave. from Newberry St to Lupton Drive: Classified by TDOT as an “minor arterial” road; resurfacing and pavement repairs and addition of pedestrian connectivity

Vehicles and Equipment (over \$50K)

This list is self-explanatory; specific vehicles and equipment are listed in the spreadsheet. As a reminder, this list is General Fund only; other funds will be purchasing vehicles and equipment (sanitation, stormwater, etc.) which are not shown. Please note the overall annual investment in this category was leveled at approximately \$450K each year, and each

year's purchases are planned to be funded on 5-year loans, estimated at 4%. Lastly, the next fire apparatus is expected to require funding beginning in FY32... it is important to place this much-discussed and high-cost item on this plan even though it's beyond the range of our FY27 – FY31 planning window.

Facilities Maintenance & Repairs

A flat \$75K annually is set aside for large facility needs such as roof and HVAC replacement. Generally, a 'capital' repair extends the life of the asset (facility). Routine maintenance (paint, carpet, etc.) is not funded in this way; those costs are operational and will appear in department operation budgets. The Facility Manager will manage this category.

Public Works/Parks: Contracted Services – Completion in FY26 These projects are ongoing and will complete in FY26 (the current year).

Parks Concept Development: North RB Park (next to Fire Station #2) and FRBMSS (Kimley-Horn)

Phase 1 concept development for both the North Red Bank Park (Hixson) site and the FRBMSS property was funded in FY26 and is anticipated to be completed prior to FY27. This early investment establishes the foundational planning and design framework necessary to move both projects into implementation. Completion of Phase 1 concept development positions the city to efficiently execute Phase 1 construction activities, pursue grant opportunities, and coordinate future phases with greater cost certainty and clarity.

Public Works Facility: site replatting, 30% Design & PCOC (Barge) (Dec 26)

This initial and ongoing contract is to evaluate the site and finalize concepts for a long-overdue replacement of the functionally obsolete, physically deteriorated legacy Public Works Facility. Preliminary estimates place the cost at roughly \$3 million, but it's early in the concept development process. The facility was originally built solely for fleet maintenance but has housed the Streets, Solid Waste, Storm Water, Facilities, and Fleet Divisions for decades in a building that is too small, energy-inefficient, outdated, and affected by vermin. The Capital Improvement Program now contemplates a right-sized facility with sufficient square footage to accommodate all Public Works divisions, as well as departmental staff currently located at City Hall. The initial concept focuses on providing adequate service support while protecting critical assets—such as jetter trucks and street sweepers—that are particularly vulnerable during cold weather. A 30 percent

design concept is currently under consideration, with full design development planned for FY 2028–2029 and construction anticipated in FY 2030.

Public Works / Parks: Prioritized Projects /No Contracts yet

Public Works Facility 100% Design (\$150K shared with 4 Funds; 50% General Fund)

Please note the overall project description above. This step is the final design which builds upon the preceding site evaluation and concept development effort. This design effort will be funded by four funds: General Fund @ 40%, and the other 60% spread across the Solid Waste Fund, the Stormwater Fund, and the State Street Aid fund.

Public Works Facility FY30 Construction (\$3M, 20yr @ 4% shared with 4 Funds; 40% General Fund)

Please note the overall project description above. This step is the actual construction of the replacement Public Works facility. It will be funded by four funds: General Fund @ 40%, and the other 60% spread across the Solid Waste Fund, the Stormwater Fund, and the State Street Aid.

North RB Park (next to Fire Station #2): PHASE 1 activation with matching \$125K funds from Ham Co LIC Grant; 50% General Fund Match

The Capital Improvements Plan proposes \$125,000 as a local match for Hamilton County’s Leaning Into Communities (LIC) grant to support Phase 1 activation of the North Red Bank City Park (Hixson) each year for two consecutive years: FY27 and FY28. When combined with the LIC grant award, this funding would provide a total of \$250,000 dedicated to initial park activation in each year in FY27 and FY28, for an overall total project valued at \$500,000. These funds are intended to advance the project from concept to implementable construction by completing key deliverables such as detailed site planning, construction documents, and Phase 1 construction plans. Phase 1 activation is anticipated to focus on core infrastructure. Improvements may include ADA-compliant restrooms, ADA-accessible parking, and primary pedestrian paths, with the potential addition of a pavilion depending on final design and budget considerations. This phase is intended to establish a usable and welcoming public space while preserving flexibility for future expansion.

North RB Park (next to Fire Station #2) PHASE 2 potential LPRF Grant Support; eligible FY29 (\$1M, 10yrs @ 4%; 50% General Fund)

Phase 2 of the North Red Bank Park (Hixson) project is planned to complete the remaining elements of full park buildout. The City anticipates applying for the Local Parks and Recreation Fund (LPRF) grant in FY28, with eligibility for construction funding in FY29. (Note: LPRF grants are competitive and Red Bank does not control when these funds may

be awarded; actually, receiving the grant may take several application cycles.) Phase 2 is expected to build upon the infrastructure established in Phase 1 and may include expanded amenities, permanent recreational features, enhanced landscaping, and additional site improvements identified during the design process. This phased approach allows the city to leverage grant funding while spreading capital costs over multiple fiscal years.

FRBMSS: PHASE 1 Activation with ADA Restroom & Parking, Utilities, Temp Stage, Temp Trail

The Capital Improvements Plan proposes \$200,000 for Phase 1 activation of the FRBMSS property, with the strategic goal of relocating City-sponsored events to this site. Phase 1 improvements are intended to provide the minimum infrastructure necessary to support public gatherings and programmed activities while maintaining flexibility for future development. Anticipated improvements include installation of a single ADA-compliant restroom, ADA-accessible parking, basic pedestrian pathways, and a temporary stage. Utilities necessary to support these amenities are also anticipated as part of Phase 1. This initial activation allows the city to begin utilizing the FRBMSS site for events and community activities while evaluating long-term needs and usage patterns prior to more substantial investment.

FRBMSS: Phase 2: potential LPRF Grant Support Eligible FY30 (\$2M, 20yrs @4%) 50% General Fund

Phase 2 improvements for the FRBMSS property are anticipated to be supported through a potential LPRF grant application, with eligibility projected for FY30. This phase is expected to expand upon the foundational infrastructure established during Phase 1 and may include permanent event infrastructure, trail enhancements, or additional site amenities as informed by community use and programming needs. Longer-term planning beyond Phase 2 includes ongoing discussion of a potential pool or aquatic facility, currently projected in FY32 or later. This future consideration allows time for feasibility analysis, community input, and identification of appropriate funding sources before committing to a major capital investment.

FY32+ FUTURE CONVERSATION: POOL

There are no plans to recapitalize the pool in the years FY27 – FY31; rather, this note is a reminder we must plan to recapitalize the pool, originally opened in 1965, at some point.

RED BANK CAPITAL IMPROVEMENTS PLAN (CIP)

FY27-FY31

14-May-26

	FY27	FY28	FY29	FY30	FY31
Current Debt Service	\$522,827	\$523,119	\$99,620	\$100,272	\$75,672
Transportation Improvement Projects: Under Contract (RB 20% Match)					
PIN# 130774 - ADA Upgrades on Dayton Blvd (Est. Complete FY27)	\$72,500				
PIN# 130563 - Lullwater Bridge Replacement (Est. Complete FY29)	\$84,000	\$84,000	\$84,000		
PIN# 135374 - CMAQ/Bicycle Blvd: State Street Aid Fund (Est. Complete FY27)					
Transportation Improvement Projects: Prioritized / No Contracts (RB 20% Match)					
Sidewalk Groupings: FY28 (Total: \$3.125K = RB \$625,000 with a 10yr note @ 4%)		\$77,056	\$77,056	\$77,056	\$77,056
Ashmore Ave - Repair: FY29 (Total: \$1.185K = RB \$237,000 with a 5yr note @ 4%)			\$53,237	\$53,237	\$53,237
Easton Ave - Sidewalks FY29 (Total: 1.244K = RB \$232K with a 5yr note @ 4%)			\$51,272	\$51,272	\$51,272
Vehicles and Equipment - (over \$50K)					
FY27: Police = 5 Patrol Cars Upfitted. Fire = 1 Half Ton Vehicle (\$435K with a 5yr note @ 4%)	\$97,712	\$97,712	\$97,712	\$97,712	\$97,712
FY28: Police = In-Car Cameras. Fire = Hose Truck. PW = Skid Steer and Utility Truck (\$485K with a 5yr note @ 4%)		\$108,944	\$108,944	\$108,944	\$108,944
FY29: Police = 1 Patrol Car. Fire = Turnout Gear. PW = 3 Trucks (2 Street Div, 1 Fleet) (\$445K with a 5yr note @ 4%)			\$99,959	\$99,959	\$99,959
FY30: Police = 4 Patrol Cars. PW = Dump Truck (\$480K with a 5yr note @ 4%)				\$107,821	\$107,821
FY31: Police = 3 Patrol Cars. Fire = 3/4 Ton Truck (\$295K with a 5yr note @ 4%)					\$66,265
Facilities Maintenance & Repairs - On-Going	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000
Public Works / Parks: Prioritized Projects /No Contracts					
Public Works Facility 100% Design (\$150K shared with 3 Funds) 50% General Fund		\$75,000	\$75,000		
Public Works Facility FY30 Construction (\$3M, 20yr @ 4% share with 3 Funds) 50% General Fund				\$220,745	\$220,745
North RB Park (Hixson): PHASE 1 activation with matching \$125K funds from HamCo LIC Grant 50% Match	\$125,000	\$125,000			
North RB Park (Hixson) PHASE 2 potential LPRF Grant Support Eligible FY29 (\$1M, 10yrs @ 4%) 50% General Fund			\$123,291	\$123,291	\$123,291
FRBMSS : PHASE 1 with ADA Restroom & Parking, Utilities, Temp Stage, Temp Trail \$200,000	\$200,000				
Phase 2: FRBMSS potential LPRF Grant Support Eligible FY30 (\$2M, 20yrs @4%) 50% General Fund				\$ 147,164	\$ 147,164
	FY27				
SUB-TOTAL	\$1,177,039	\$1,165,831	\$945,091	\$1,262,473	\$1,304,138
MINUS EXISTING DEBT SERVICE PAYMENT	-\$522,827	-\$523,119	-\$99,620	-\$100,272	-\$75,672
FY27 NEW CAPITAL TO BE FUNDED	\$ 654,212	\$642,712	\$845,471	\$1,162,201	\$1,228,466
TAX INCREASE NEEDED TO FUND FY27 CAPITAL	0.13				
NOTE: .01 Tax Rate = \$50K in Revenue to General Fund					
		FY28	FY29	FY30	FY31
IF ↑		\$ 642,712	\$ 845,471	\$ 1,162,201	\$ 1,228,466
		(\$654,212)	(\$654,212)	(\$654,212)	(\$654,212)
FUTURE CAPITAL BEYOND FY27 STILL TO BE FUNDED		\$ 11,500	\$ 191,259	\$ 507,989	\$ 574,254
ADDITIONAL TAX RATE INCREASE BEYOND FY27 CREATES CAPITAL FUND BALANCE	THEN →	0.00	0.04	0.10	0.12

TOTAL NEW CAPITAL FY27-FY31: \$4,533,062

Project Type Selection

Project Type Selection:*

<input type="checkbox"/>	Bicycle and Pedestrian Safety	<input type="checkbox"/>	Child Passenger Safety & Occupant Protection
<input type="checkbox"/>	Community Traffic Safety Programs	<input type="checkbox"/>	Distracted Driving Education
<input type="checkbox"/>	DUI Drug Courts	<input type="checkbox"/>	DUI Prosecution
<input type="checkbox"/>	Impaired Driving Education	<input type="checkbox"/>	Impaired Driving Enforcement
<input type="checkbox"/>	Motorcycle Safety	<input type="checkbox"/>	Network Coordinator
<input type="checkbox"/>	Older Driver Safety	<input checked="" type="checkbox"/>	Police Traffic Services (PT) Multiple Violations
<input checked="" type="checkbox"/>	Post Crash Care - Extrication Equipment	<input checked="" type="checkbox"/>	Post Crash Care - Scene Safety for First Responders
<input type="checkbox"/>	Teen Driver Safety Education	<input type="checkbox"/>	Traffic Records
<input type="checkbox"/>	Traffic Safety Resource Prosecutor		

THSO Program Grant Descriptions

Bicycle and Pedestrian Safety

This program grant provides funding for pedestrian and bicycle safety enforcement operations and educational events to make roads safer. Funding may be used for outreach and education programs conducted in schools and other community-based settings to increase safety awareness and help all roadway users understand their responsibilities.

Child Passenger Safety & Occupant Protection

This program grant funds projects designed to reduce traffic fatalities and injuries by increasing the use of seat belts and child safety seats. Funding may be used for seat belt education programs conducted in schools and other community-based settings. Examples include seatbelt and child safety seat check events, fitting stations, technician training, distribution of child safety seats, and bi-lingual educational materials to underserved communities.

Community Traffic Safety Programs

This program grant funds traffic safety education and outreach materials to encourage the public to make good choices whether they are driving or riding in a motor vehicle, bicycling, or walking. These materials are distributed during local traffic safety programs, sobriety checkpoints, child safety seat checks, and at school and business-sponsored events. This grant program also provides funding for the maintenance of a comprehensive website used to collect and disseminate traffic safety information and educational materials.

Distracted Driving

This program grant is used to educate the public about Tennessee's Hands Free Law and the dangers of other distracted driving activities (eating, drinking, grooming, reading, using a mobile phone, or other electronic device) while driving. Law enforcement agencies, schools, and other community-based organizations are eligible for funding.

DUI Prosecution

This program grant funds DUI prosecutor activity and DUI coordinators who ensure the timely and accurate disposition of DUI cases in their respective district. The Traffic Safety Resource Prosecutor (TSRP) program supports DUI coordinators who perform legal research; provide information and consultation on impaired driving issues and policies to law enforcement, prosecutors, judges, defense attorneys, legislators, and the public, and deliver education and training through an annual statewide impaired driving conference and other events.

Impaired Driving Enforcement

This program grant provides funding to prevent motorists from driving under the influence of alcohol and/or other drugs. Grant funds may be used by law enforcement agencies to remove impaired drivers from the road through highly visible and proactive traffic enforcement, with visibility elements and publicity that educates the public about the dangers of unsafe driving behaviors. The increased enforcement addressing those behaviors promotes voluntary compliance with the law.

At least half of the total awarded funding must be allocated for overtime enforcement conducted by officers trained and certified in Standard Field Sobriety Testing (required), ARIDE (recommended), and Drug Recognition Expert (recommended). Law enforcement agencies may utilize up to twenty percent (20%) of the total allocated personnel budget for community engagement activities. Reach out to your assigned program manager for more information.

Grant funds may also be allocated to purchase supplies and equipment for use in conducting impaired driving enforcement. Equipment costing \$10,000 or more per item is considered a capital purchase and must be approved by the THSO and NHTSA.

Impaired Driving Education

This program grant provides funding for educational programs aimed at preventing high-risk groups from driving under the influence of alcohol and/or other drugs. Examples include: A **Comprehensive Alcohol Risk Reduction (CARD)** program that combines Cops in Shops and Party Patrol projects aimed at preventing underage drinking, peer-to-peer mentoring, and similar community-based programs to increase awareness of the Zero Tolerance Law.

Motorcycle Safety

This program grant is used by law enforcement agencies and community-based programs to support motorcycle safety enforcement and education. Outreach projects focus on increasing awareness and understanding of safe driving skills for motorcyclists and drivers of other vehicle types while sharing Tennessee roadways.

Older Driver Safety

This program grant is used by law enforcement agencies and community-based agencies to increase older driver safety awareness and training. Older drivers represent almost one in every five drivers with their growth outpacing their teenaged counterparts. Funding may be used for research, education, and outreach related to increasing safety awareness for this vulnerable population. This includes Car-Fit events and training for technicians and event coordinators.

Post Crash Care

This program grant provides funding for essential first responder and extrication training aimed at treating crash victims within the critical "Golden Hour. The funds can be used for both training expenses and equipment needs. By improving the availability, timeliness, and quality of care, this grant can significantly reduce fatalities on Tennessee roadways, enhancing motor vehicle crash survivability and injury outcomes. Grants are awarded to EMS agencies serving rural counties that rank among the top Tennessee counties for overall crash incidents.

Police Traffic Services (PT): Multiple Violations

This program grant is used by law enforcement agencies to conduct sustained, highly visible, and proactive traffic enforcement addressing impaired driving, distracted driving, occupant protection, older drivers, teen drivers, bicycle and pedestrian safety, motorcycle safety, and speeding (including in work zones).

At least half of the total awarded funding must be allocated for overtime enforcement conducted by officers trained and certified in Standard Field Sobriety Testing (required), ARIDE (suggested), Drug Recognition Expert (suggested), and Radar/LIDAR (required). Law enforcement agencies may utilize up to twenty percent (20%) of the total allocated personnel budget for community engagement activities. Reach out to your assigned Program Manager for more information.

Grant funds may also be allocated to purchase supplies and equipment for use in conducting traffic enforcement. Equipment costing \$10,000 or more per item is considered a capital purchase and must be approved by the THSO and NHTSA.

Teen Driver Safety Education

This program grant is used to fund programs to increase teen driver safety awareness and promote good decision-making through education and outreach conducted by traffic safety professionals, law enforcement, court personnel, victim advocates, and teen peer leaders through an organized peer-to-peer program. Funding may also be used for traffic safety education events and activities, training-related equipment, and public information and educational materials.

Contact and Project Information

Project Title: *Community Traffic Safety Enforcement and Education (PT)*
Project Type: *Police Traffic Services (Multiple Violations)*

Primary Project Director: *Dan Aalberg IV**
Title: *Sergeant*
Phone: *(423) 875-0167*
Email: *r.aalberg@redbanktn.gov*

Secondary Project Director:
Title:
Phone:
Email:

Police Chief / Sheriff:
Title: *Chief of Police**
Name: *Dan Seymour**
Phone: *(423) 875-0167 **
Email: *dseymour@redbanktn.gov**

Claim and Reporting Frequency: * Quarterly

Problem Statement

In 2025, 1,052 people were killed and 62,372 were injured in traffic crashes on Tennessee roadways. Alcohol impaired drivers were a factor in 21% of fatalities, followed by speeding at 12.3 percent, and careless/erratic driving at 3.8 percent. Of fatally injured motor vehicle occupants, 24.5% were not wearing seat belts. Research confirms that drivers who are aggressive (disregard their safety and the safety of others on the road) are high-risk and more likely to drink and drive, speed, not buckle up, and engage in other dangerous behaviors.

To address unsafe motorist behavior, the Tennessee Highway Safety Office (THSO) is providing grant funding for community-based efforts that employ highly visible and sustained enforcement coupled with community outreach events to address impaired driving, distracted and aggressive driving, speeding, move over (including work zone safety), improper occupant restraint, lack of helmet use, and other unsafe behaviors.

Include data below for the three-year period of **January 1, 2023 to December 31, 2025**

Red Bank Police Department

THSO Grantee Dashboard: THSO Grantee Crash Performance Measures (tn.gov).

After selecting your city/county information, locate the application data at the bottom of the dashboard.

Number of total fatalities:	1 *
Number of impaired driving crashes:	32 *
Number of distracted driving crashes:	90 *
Number of speeding crashes:	67 *
Number of unbelted crashes:	16 *
Number of total crashes:	870 *

Project Goals

Enter your target goals for the year by using baseline data from 2025.

THSO Grantee Dashboard: THSO Grantee Crash Performance Measures (tn.gov).

After selecting your city/county information, locate the application data at the bottom of the dashboard.

To reduce the number of total **fatalities** by 2027:

from (2025) 0*
to 0*
by 0.00%

To reduce the number of total **crashes** by 2027:

from (2025) 278*
to 250*
by 10.07%

Additional goals (check all that apply):

To reduce **impaired driving** crashes by 2027:

from (2025) 11
to 8

To reduce **speed related** crashes by 2027:

from (2025) 21
to 18

To reduce **unbelted occupant** crashes by 2027:

from (2025) 9
to 5

To reduce **distracted driving** crashes by 2027:

from (2025) 35
to 30

To reduce **motorcycle** crashes by 2027:

from (2025)
to

To reduce **bicycle/pedestrian** (non-motorist) crashes by 2027:

from (2025)
to

To reduce **teen driver** crashes by 2027:

from (2025) 35
to 30

To reduce **older driver** crashes by 2027:

from (2025) 65
to 60

Additional Goals:

Selected Countermeasures

Traffic enforcement will be conducted at "hot spot locations identified through analysis of crash, citation, crime, and other data. This is a proven traffic safety approach designed to create deterrence and change unlawful behavior. It combines highly visible and proactive traffic enforcement, with visibility elements and publicity that educates the public about the dangers of unsafe driving behaviors. The increased enforcement addressing those behaviors promote voluntary compliance with the law.

Roadways with high traffic volumes will be targeted to ensure that the motoring public not only notice law enforcement, but also sees agencies making traffic stops. Enforcement will also be conducted in support of the NHTSA seat belt and impaired driving campaigns during the Memorial Day, Labor Day, and Christmas/New Year's Day holiday periods.

One or more of the following highly visible and proven enforcement tactics will be conducted on a sustained basis for this project:

- Grant funded enforcement initiatives
- Sobriety Checkpoints
- Multi-jurisdictional / Network events
- Other

The following visibility elements will be used during this project:

- Road signs (electronic message boards, banners, yard road signs)
- Marked patrol vehicles (includes magnetic HVE signs or window clings)
- High visibility reflective vests
- Other *Reflective Gloves*

The following public outreach tactics highlighting the danger of unsafe driving behaviors and increased enforcement to address those behaviors will be conducted in support of this project:

- Press releases (includes results of the enforcement)
- Press events
- Public Service Announcements/Ads (includes radio, TV, newspapers)
- Newsletters
- Community outreach events
- Handouts (flyers, brochures, etc.)
- Social media messaging
- Other

Resources

Grant funding will be allocated for enforcement on an overtime or part-time basis conducted by officers trained and certified in Standard Field Sobriety Testing (required), Radar/LIDAR (required), ARIDE (suggested), and Drug Recognition Expert (suggested).

Grant funds may also be allocated to purchase supplies and equipment for use in conducting traffic safety enforcement. Include these items in the Non-Personnel (Small Equipment, Supplies, etc.) or Capital Purchase (Equipment costing \$10,000 or more must be approved by the THSO and NHTSA) sections of the budget.

Visit the **TN Traffic Safety** forms and resources page for more information, including allowable supplies and equipment.

Task Schedule

First Quarter (Oct, Nov, Dec) due February 1:

Tasks

1. Conduct monthly grant funded enforcement activities.
2. Participate in at least one community outreach event per quarter educating your community on traffic safety.
3. Describe the data used to guide your agency's enforcement efforts and community outreach events.
4. Conduct enforcement activities in support of the NHTSA holiday impaired driving campaign.
5. Participate in at least one THSO Network meeting during this quarter.

Additional tasks:

**Support and cooperate with other public safety entities to promote program objectives.*

**Utilize grant-funded equipment for educational and enforcement efforts related to impaired driving, speeding, distracted driving, and occupant protection.*

Second Quarter (Jan, Feb, Mar) due May 1:

Tasks

1. Conduct monthly grant funded enforcement activities.
2. Participate in at least one community outreach event per quarter educating your community on traffic safety.
3. Describe the data used to guide your agency's enforcement efforts and community outreach events.
4. Continue enforcement activities in support of the NHTSA holiday impaired driving campaign.
5. Submit enforcement results via TN Traffic Safety no later than **two weeks** following the NHTSA impaired driving campaign.
6. Participate in at least one THSO Network meeting during this quarter.

Additional tasks:

**Support and cooperate with other public safety entities to promote program objectives.*

**Utilize grant-funded equipment for educational and enforcement efforts related to impaired driving, speeding, distracted driving, and occupant protection.*

Third Quarter (Apr, May, Jun) due August 1:

Tasks

1. Conduct monthly grant funded enforcement activities.
2. Participate in at least one community outreach event per quarter educating your community on traffic safety.
3. Describe the data used to guide your agency's enforcement efforts and community outreach events.
4. Conduct enforcement activities in support of the NHTSA Click It or Ticket campaign.
5. Submit enforcement results via TN Traffic Safety no later than **two weeks** following the NHTSA Click It or Ticket campaign.
6. Participate in at least one THSO Network meeting during this quarter.

Additional tasks:

**Support and cooperate with other public safety entities to promote program objectives.*

**Utilize grant-funded equipment for educational and enforcement efforts related to impaired driving, speeding, distracted driving, and occupant protection.*

Fourth Quarter (Jul, Aug, Sep) due November 1:

Tasks

1. Conduct monthly grant funded enforcement activities.
2. Participate in at least one community outreach event per quarter educating your community on traffic safety.
3. Describe the data used to guide your agency's enforcement efforts and community outreach events.
4. Conduct enforcement activities in support of the NHTSA summer impaired driving campaign.
5. Submit enforcement results via TN Traffic Safety no later than **two weeks** following the NHTSA summer impaired driving campaign.
6. Participate in at least one THSO Network meeting during this quarter.

Additional tasks:

**Support and cooperate with other public safety entities to promote program objectives.*

**Utilize grant-funded equipment for educational and enforcement efforts related to impaired driving, speeding, distracted driving, and occupant protection.*

Evaluation

Grant evaluation is based on several key metrics to assess the effectiveness and compliance of traffic safety enforcement initiatives. Crash and fatality data are analyzed to measure the impact of enforcement efforts on reducing traffic-related incidents. The number of enforcement activities is reviewed to ensure that grant recipients meet or exceed the established monthly standards for operations. Timely submission of monthly/quarterly reporting and campaign data is critical for tracking program effectiveness and maintaining accountability. Additionally, strategic, and responsible management of grant funds and equipment are evaluated to ensure that resources are used efficiently and align with program objectives.

The following enforcement results will also be submitted on the TN Grants data collection form as part of the status report: speeding, DUI, child restraint, seatbelt, distracted, move over, and warnings.

The three required NHTSA Mobilizations (Holiday Booze-it and Lose-it, Click-it or Ticket, and Labor Day Impaired Driving Enforcement) enforcement results will also be submitted via www.TNTrafficSafety.org no later than **two weeks** following the reporting period.

Personnel

Classification	Number	Title	Pay Rate	Period Type	Number of Pay Periods	Sub-Total	Benefits	Sub-Total	Total
Overtime - Enforcement	1	Overtime for Officers	\$60,000.00	Yearly	1.00	\$60,000.00	22.1300%	\$13,278.00	\$73,278.00
Total									\$73,278.00

Professional Fees

Classification	Description	Total
	Total	<i>\$0.00</i>

Non-Personnel (Small Equipment, Supplies, etc.)

Item Name	Classification	Cost	Quantity	Total
Stalker Radar Units	Small Equipment	\$2,045.00	2.0000	\$4,090.00
			Total	\$4,090.00

Travel, Meetings & Conferences

Meeting / Conference	Classification	Cost	Quantity	Total
Tennessee Lifesaver's Conference	Lodging	\$466,000	2,0000	\$932,00
Tennessee Lifesaver's Conference	Per Diem (Full Day)	\$172,000	2,0000	\$344,00
Total				\$1,276,00

Comments: include a justification for attendance at each meeting / conference. *

Funding will be utilized for the 2027 Tennessee Lifesavers Conference. Two attendees.

Other Non-Personnel

Name	Classification	Cost	Quantity	Total
Total				\$0.00
				\$0.00

Insurance

Name	Classification	Cost	Quantity	Total
	Insurance			\$0.00
			Total	\$0.00

Equipment (\$10,000 or more per item)

Equipment Name	Equipment Description	Classification	Cost	Quantity	Total
Portable Changeable Message Sign	Programmable changeable message sign	Equipment	\$19,709.70	1.0000	\$19,709.70
Total					\$19,709.70

Indirect Cost and Revenue Source

Audited rate as determined by cognizant federal agency or the state Comptroller's Office subject to approval by NHTSA-Explain and submit copy of Certificate of Indirect Cost.

Indirect Cost:	0.00 %
Certificate of Indirect Cost:	
Revenue Sources	
Federal (THSO):	100 %
Local Government:	0 %
Other:	0 %
Total:	100 %

Budget Summary

Expense Object Line-Item Category

Salaries and Benefits & Taxes		\$73,278.00
Professional Fee, Grant & Award		\$0.00
Non-Personnel: Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications		\$4,090.00
Travel, Conferences & Meetings		\$1,276.00
Other Non-Personnel		\$0.00
Insurance		\$0.00
Capital Purchase		\$19,709.70
Indirect Cost	0.00 %	\$0.00
Grand Total		\$98,353.70