

City of Red Bank

BOARD OF COMMISSIONERS WORK SESSION

Work Session Agenda

January 20, 2026

4:30 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. Presentation of 2025 Audit by Johnson, Murphey, and Wright (Brian Wright)**
- II. Monthly Financial Update (CFO Pickel)**
- III. Traffic Safety Improvement Plan for Ashland Terrace and Morrison Springs Road discussion (PC Seymour & PWD Tate)**
- IV. Safe Streets for All (SS4A) presentation (PWD Tate)**
- V. Withdrawal from the Small Cities Coalition Agenda No. 26-892 (CM Granum)**
- VI. On Consent Agenda - Cancel November 3, 2026, Agenda Work Session and Regular Commission meetings for candidates to be present at voting polls Res No. 26-1866 (DAF Perry)**
- VII. Award RFP Contract to Bodine Companies, LLC for Disposition of Goodson Parcels in the amount of \$101,799.00 Res No. 26-1867 (CDD Slay)**
- VIII. First reading to appoint an Interim Judge for 2/23/2026 - 3/24/26 Ord No. 26-1298**
- IX. Citizen Comments on Items on the Work Session Agenda**
5:45 Hard stop to allow citizen comments on items on this Work Session Agenda (CM Granum)
- X. Any other business to discuss**
- XI. Adjournment**



City of Red Bank

Corrective Action Plan

Management's corrective action plan

Finding 2025-001 - Expenditures Exceeded Budget Appropriations

Auditor's Condition Found:

- Expenditures in the Solid Waste Fund exceeded the amount budgeted by \$188,891.
 - The purchase of the Curbtender Vac-Pak vacuum truck was approved in September 2023 and budgeted in fiscal year 2024, but was not received in that fiscal year.
 - Previous practice was to amend the budget if deemed necessary, and previously approved purchases were not re-budgeted in the next fiscal year – a practice with which neither the new Finance Director nor the new CFO was familiar.

Additional information:

- The funds were available in the Solid Waste Fund for the purchase, as the fiscal year 2025 fund balance included the unspent fiscal year 2024 anticipated purchase cost of the Vac-Pak.
- The procurement of the Vac-Pak itself was properly authorized in accordance with the City's procurement guidelines. The error here is in not ensuring that the budget for the year the funds are expensed (FY25) was properly amended.

Corrective Action Plan:

- We have implemented procedures to process quarterly budget amendments based on projected fund balances, anticipated expenditures, and emergency spending needs. This action had already been identified prior to notice of the audit finding.
- Budgeting practices have been enhanced to ensure that incomplete or pending purchasing transactions are incorporated into the adopted budget for the fiscal year in which they are to occur.
- To strengthen oversight and budget adherence, the City will increase direct involvement by the City Manager in the ongoing financial management of budget implementation.
- The City Manager, Finance Director, and Chief Financial Officer will also conduct formal quarterly budget review meetings with department leadership, which will include budget execution updates and projected quarterly spending.

YEAR TO DATE THROUGH DECEMBER 2025

		FY2025	FY2026	FY2026	50.00%
					Budget
ACCOUNT NAME		Actual to Date	Actual to Date	BUDGET	Year
<u>Revenues</u>					
Local Taxes					
31100	Property Tax	569,814	459,419	5,722,500	8%
31120	Public Utilities Tax-OSAP	0	0	45,000	0%
31200	Property Tax (Delinquent)	31,043	30,178	43,500	69%
31300	Int. Penalty Court Cost	8,510	7,653	26,680	29%
31500	Pmts in lieu of Property Tax-TVA	36,140	40,058	151,000	27%
31511	Electric Power Board Tax	157,923	156,291	137,000	114%
31610	Local Sales Tax - Trustee	930,772	968,709	1,810,000	54%
31710	Wholesale Beer Tax	105,746	116,136	250,000	46%
31720	Wholesale Liquor Tax	44,935	48,015	93,000	52%
31730	Mixed Drink Taxes	7,960	3,150	10,000	32%
31810	Minimum Business Tax	430	535	1,400	38%
31820	Gross Receipts Tax	11,391	16,682	65,000	26%
31910	Franchise Tax	44,753	41,178	94,000	44%
Total Local Taxes		1,949,418	1,888,004	8,449,080	
State Taxes (local share)					
33510	State Sales Tax	741,389	770,513	1,487,375	52%
33512	Sports Betting	10,661	11,850	22,013	54%
33520	State Income Tax	0	103	0	0%
33530	State Beer Tax	2,732	2,586	5,235	49%
33553	State Gasoline Inspection Fees	10,867	10,819	21,656	50%
Total State Taxes (local share)		765,649	795,871	1,536,279	
Other Sources					
31920	Room Occupancy Tax	14,152	15,875	25,000	63%
32210	Beer Licenses	1,796	2,079	3,300	63%
32400	Home Occupation Fee	650	400	1,200	33%
32600	Building and Related Permits	52,338	48,819	100,000	49%
32660	Zoning Permits	500	340	900	38%
32930	EV Charging Revenue	0	213	200	107%
32950	Wrecker Permit	225	600	500	120%
32990	Wrecker Inspection Fee	0	0	500	0%
33440	Police Salary Supplement	18,400	0	20,800	0%
33470	Fireman Salary Supplement	0	0	16,200	0%
34100	Communication Tower Lease	12,938	16,068	32,000	50%
34131	Administrative Services	39,669	11,334	68,004	17%
34240	Accident Reports	1,071	763	1,500	51%
34793	Community Center Fees	6,051	4,839	18,000	27%
35100	City Court Revenue	83,224	82,562	130,000	64%
36100	Interest Earning	134,360	110,771	230,000	48%
36210	Rent-Sewer Plant	5,126	5,274	10,000	53%
36330	Sale of Equipment	0	4,588	0	0%
36350	Insurance Recovery	50,776	6,062	10,000	61%
36691	Miscellaneous Revenue	5,924	18,478	20,000	92%
36700	Donations	6,750	4,314	0	0%
36990	Insurance Package Refund	9,000	9,000	0	0%
33575	Grant Revenue	0	228,025	0	0%
36910	Loan Proceeds	0	0	230,000	0%
Total Other Sources		442,950	570,405	918,104	
Total General Fund Revenue		3,158,016	3,254,280	10,903,463	30%

	FY2025	FY2026	FY2026	50.00% Budget Year
<u>Expenditures</u>				
Judicial	99,532	97,807	193,358	51%
Legislative	32,129	16,083	37,210	43%
Finance & Administration	609,419	632,699	1,252,504	51%
Insurance	558,607	762,587	1,406,310	54%
Community Development	304,103	295,592	649,866	45%
Police	1,666,225	1,415,590	3,151,162	45%
Fire	900,725	925,681	1,969,977	47%
	4,170,740	4,146,040	8,660,387	
Public Works				
Public Wks-Admin/Streets	479,326	598,222	1,197,163	50%
Fleet Maint	75,078	93,602	163,645	57%
Gov't Bldg	251,965	234,838	820,101	29%
Animal Control	59,990	41,730	83,448	50%
Total Public Works	866,359	968,392	2,264,357	
Parks				
Parks Admin	54,381	128,252	328,685	39%
Community Center	52,847	0	0	0%
James Rd/ Cagle Field	0	0	0	0%
Redding Rd/ Kids Corner	19,886	0	0	0%
Morrison Springs Fac	0	0	0	0%
Swimming Pool	21,991	0	0	0%
White Oak Park	67,481	0	0	0%
Town Center Park	0	0	0	0%
Total Parks	216,586	128,252	328,685	
Total General Fund Expenditures	5,253,685	5,242,684	11,253,429	47%
<u>Solid Waste Management</u>				
Revenues	146,772	115,582	1,129,000	10%
Expenditures	797,913	617,151	1,312,303	47%
<u>State Street Aid</u>				
Revenues	234,961	264,240	1,363,719	19%
Expenditures	147,104	380,538	1,764,622	22%
<u>Stormwater MS4</u>				
Revenues	75,229	65,321	526,000	12%
Expenditures	215,034	222,806	703,407	32%
<u>Drug Enf Fund</u>				
Revenues	7,207	12,461	24,200	51%
Expenditures	1,320	5,863	81,300	7%
<u>Impound Fund</u>				
Revenues	0	2,028	5,250	39%
Expenditures	1,545	825	7,900	10%



“Safety and School Zone Study

Red Bank’s Roadmap

Project: Morrison Springs Road within designated school zone area
(Red Bank High School and Red Bank Middle School)

Purpose:

To improve traffic safety in a heavily travelled area and to enhance the existing school zone in the area of Red Bank High School and Red Bank Middle School. To address traffic flow, speed regulation, and traffic control devices.

This plan references several studies that were conducted to include a Traffic Study for the City of Red Bank conducted by Municipal Technical Advisory Service, an additional Speed Limit Analysis conducted by Municipal Technical Advisory Service, and Speed Study Data from Blue Line Solutions, LLC.

Alignment with City Goals & Mission

- **2025 Commission Goal:** Create priorities for safe streets curtailing speeding, enhancing pedestrian walkability, and protected cycling routes.
- **Commission Mission Statement:** The City of Red Bank is a safe and thriving community with an engaging, transparent government that builds upon our rich history, provides excellent and efficient services, and welcomes all.

Scope, Schedule and Cost

1. Phase 1: Establish School Zone Speed Limit

- Requirement of Resolution / Ordinance by City Commission
- **Timeline:** Winter / Spring 2025-2026
- **Funding:** None required

2. Phase 2: Improve Traffic Control Devices and signage

- Already completed installation of new warning lights / signs
- Address maintenance issue with current installed lights / signs
- **Funding:** Already funded (possible funding needed for repair or replacement)
- **Timeline:** Spring 2026

3. **Phase 3:** Installation of traffic enforcement technology

- Install on Morrison Springs Road within the east and west school zone boundaries.
- Requirement of Resolution City Commission
- **Funding:** No Cost
- **Timeline:** Summer 2026

Projected Outcomes:

- Improvement to visibility of active school zone
- Establishment of school zone speed limit by Board of Commissioners
- Overall improvement to traffic safety and pedestrian walkability
- Enhance traffic enforcement to improve safety and decrease crashes
- Anticipated completion in Fall of 2026





“Safety and School Zone Study

Red Bank’s Roadmap

Project: Ashland Terrace, Dayton Boulevard, and other roads within designated school zone area (Point Christian Academy)

Purpose:

To improve traffic safety in a heavily travelled area and to establish a school zone designation for a newer established school, Point Christian Academy. To address traffic flow, speed regulation, roadway design, pavement markings, traffic control devices, difficulty of traditional speed enforcement efforts, as well as other factors.

This plan references several studies that were conducted to include a Traffic Safety and School Zone Study conducted by Barge Design Solutions, Right Sizing Study for Dayton Boulevard conducted by Barge Design Solutions, Speed Limit Analysis conducted by Municipal Technical Advisory Service, and Speed Study Data from Blue Line Solutions, LLC.

Alignment with City Goals & Mission

- **2025 Commission Goal:** Create priorities for safe streets curtailing speeding, enhancing pedestrian walkability, and protected cycling routes.
- **Commission Mission Statement:** The City of Red Bank is a safe and thriving community with an engaging, transparent government that builds upon our rich history, provides excellent and efficient services, and welcomes all.

Scope, Schedule and Cost

1. **Phase 1:** Installation of traffic safety technology
 - a. Establish School Zone Speed Limit
 - Requirement of Resolution / Ordinance by City Commission
 - **Timeline:** Winter / Spring 2025-2026
 - b. Adjustment of speed limit on Ashland Terrace and Dayton Boulevard
 - Change regular speed limit on Ashland Terrace from Dayton Boulevard, East to the City Limits, to 35 mph.
 - Change regular speed limit on Dayton Boulevard, between Leawood Ave. and Woodrow Avenue to 35 mph.
 - Establish School Zone speed limit during hours of school operation:

- Ashland Terrace from Dayton Boulevard to approximately Bank Street to 25mph.
 - Dayton Boulevard from just south of Bank Street to just south of Woodrow Avenue.
 - Adjacent Road, Lawton Street, Bank Street and Tacoma Avenue, set to 15mph
- c. School Zone Signage (regular and digital)
- **Funding** from state street aid: \$22,000 budgeted for digital Signage. \$4,000 budgeted for metal signage (*includes school zone and regular speed limits signs*)
 - **Timeline:** Winter / Spring 2025-2026
2. **Phase 2:** Installation of traffic enforcement technology
- Install on Ashland Terrace in the area of the “S” curve between Crestview Drive and Dayton Boulevard.
 - Requirement of Resolution City Commission
 - **Funding:** No Cost
 - **Timeline:** Summer 2026
3. **Phase 3:** Roadway Improvements (improvement of pavement quality)
- a. Pavement & Markings
 - b. Final Improvements
 - **Funding:** Cost TBD
 - **Timeline:** Include in Budget FY2027
4. **Phase 4 (Future):** Consider effectiveness of previous phases prior to studying other alternative solutions.
- a. Study for changing layout, design, geometry of roadway in further consideration of pedestrian and bicycle accessibility.
 - b. **Funding & Timeline:** TBD (future planning and consideration)

Projected Outcomes:

- Creation of school zone around Point Christian Academy
- Establishment of school zone speed limit by Board of Commissioners
- Revise speed limits on Dayton Boulevard and Ashland Terrace
- Overall improvement to traffic safety and pedestrian walkability
- Enhance traffic enforcement to improve safety and decrease crashes
- Anticipated completion in Fall of 2026



Public Works Director Greg Tate
Chief of Police Dan Seymour
City of Red Bank, TN

12/15/2025

Vortex Basis for 3 Roundabouts and 3 Stretches of Bike Lanes in Red Bank, TN

6/20/25

Roundabout at Dayton Blvd and Browntown Rd/Wickley Rd
 $1,589 \text{ SF} + (22 \text{ SF} \times 4) + (40 \text{ SF} \times 4) = 1,837 \text{ SF}$

Roundabout at Dayton Blvd and Martin Rd
 $1,589 \text{ SF} + (22 \text{ SF} \times 3) + (40 \text{ SF} \times 3) = 1,775 \text{ SF}$

Roundabout at Dayton Blvd and Gadd Rd
 $1,257 \text{ SF} + (22 \text{ SF} \times 3) + (40 \text{ SF} \times 3) = 1,443 \text{ SF}$

Bike Lanes along Morrison Springs Road
(Lamar Ave to South Quail Lane)

$.80 \text{ miles} = 4,224'$

$4,594' \times 2 \text{ sides of Road} = 8,448'$

$8,448' \times 2' \text{ wide lane separator} = 16,896 \text{ SF}$

Bike Lanes along Dayton Blvd
(Browntown Rd/Wickley Rd to Gadd Rd)

$.87 \text{ miles} = 4,594'$

$4,594' \times 2 \text{ sides of Road} = 9,188'$

$9,188' \times 2' \text{ wide lane separator} = 18,376 \text{ SF}$

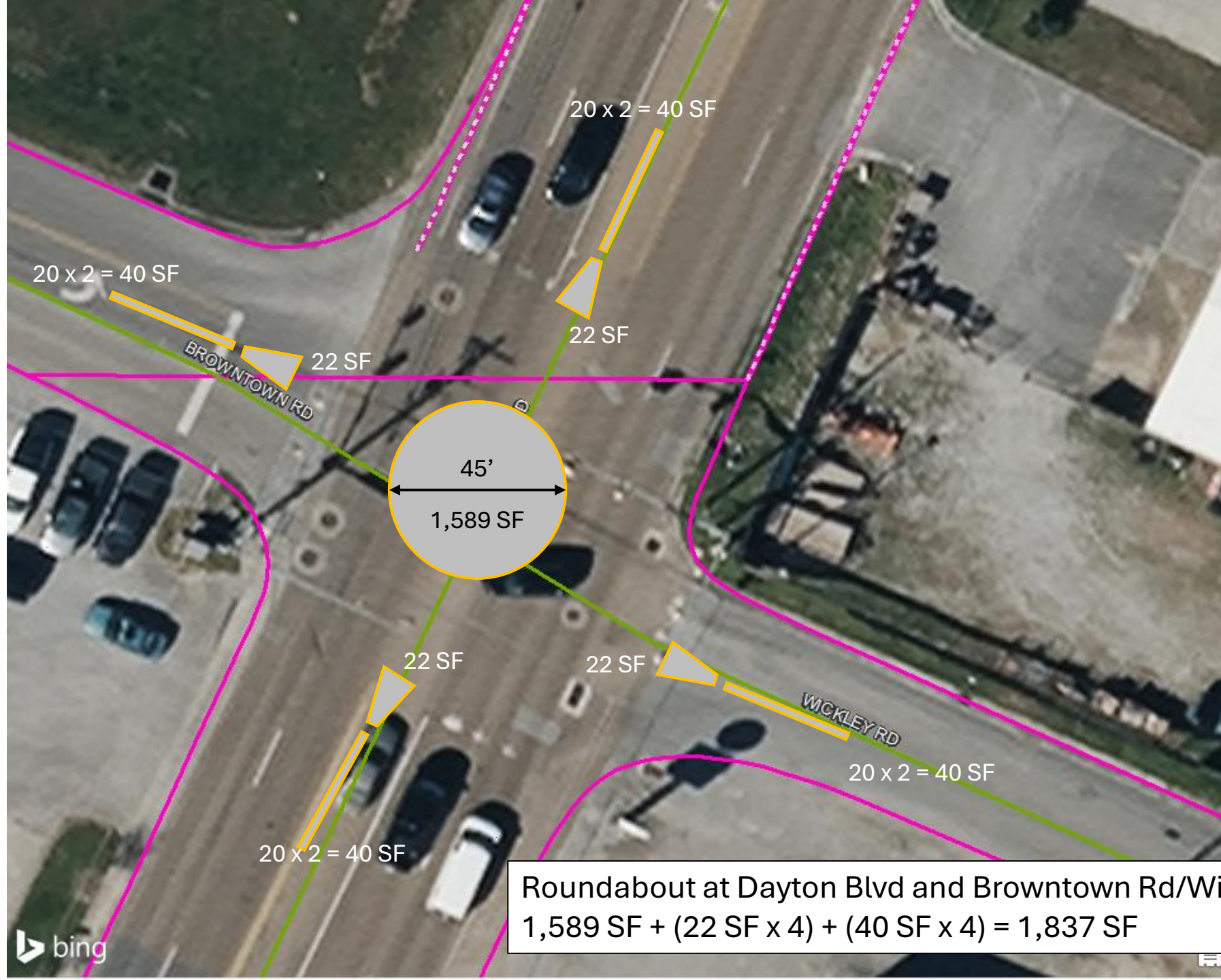
Bike Lanes along Dayton Blvd
(Culver Street to East Newberry Street)

$.56 \text{ miles} = 2,957'$

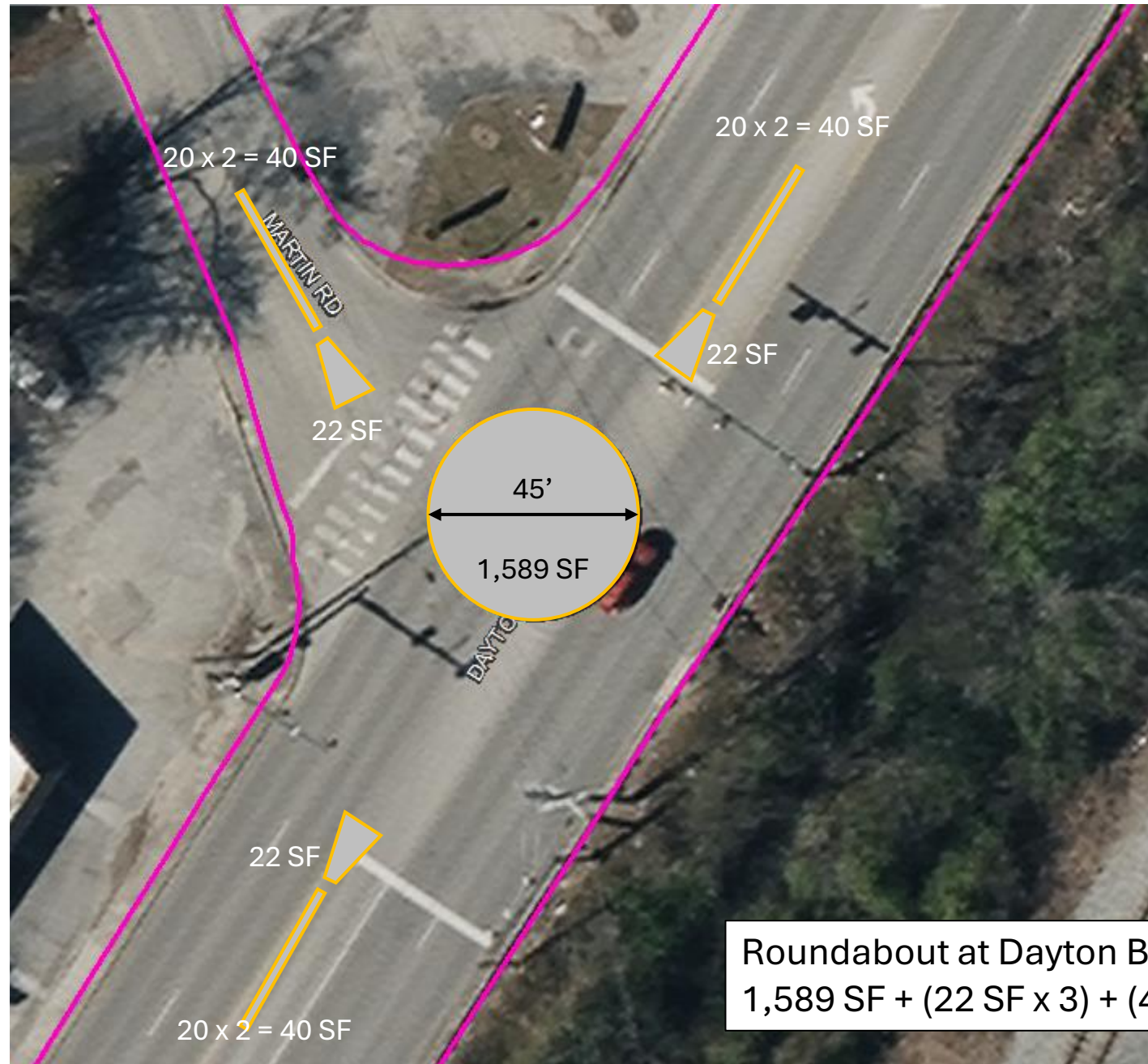
$2,957' \times 2 \text{ sides of Road} = 5,914'$

$5,914' \times 2' \text{ wide lane separator} = 11,828 \text{ SF}$

TOTAL: 52,155 SF

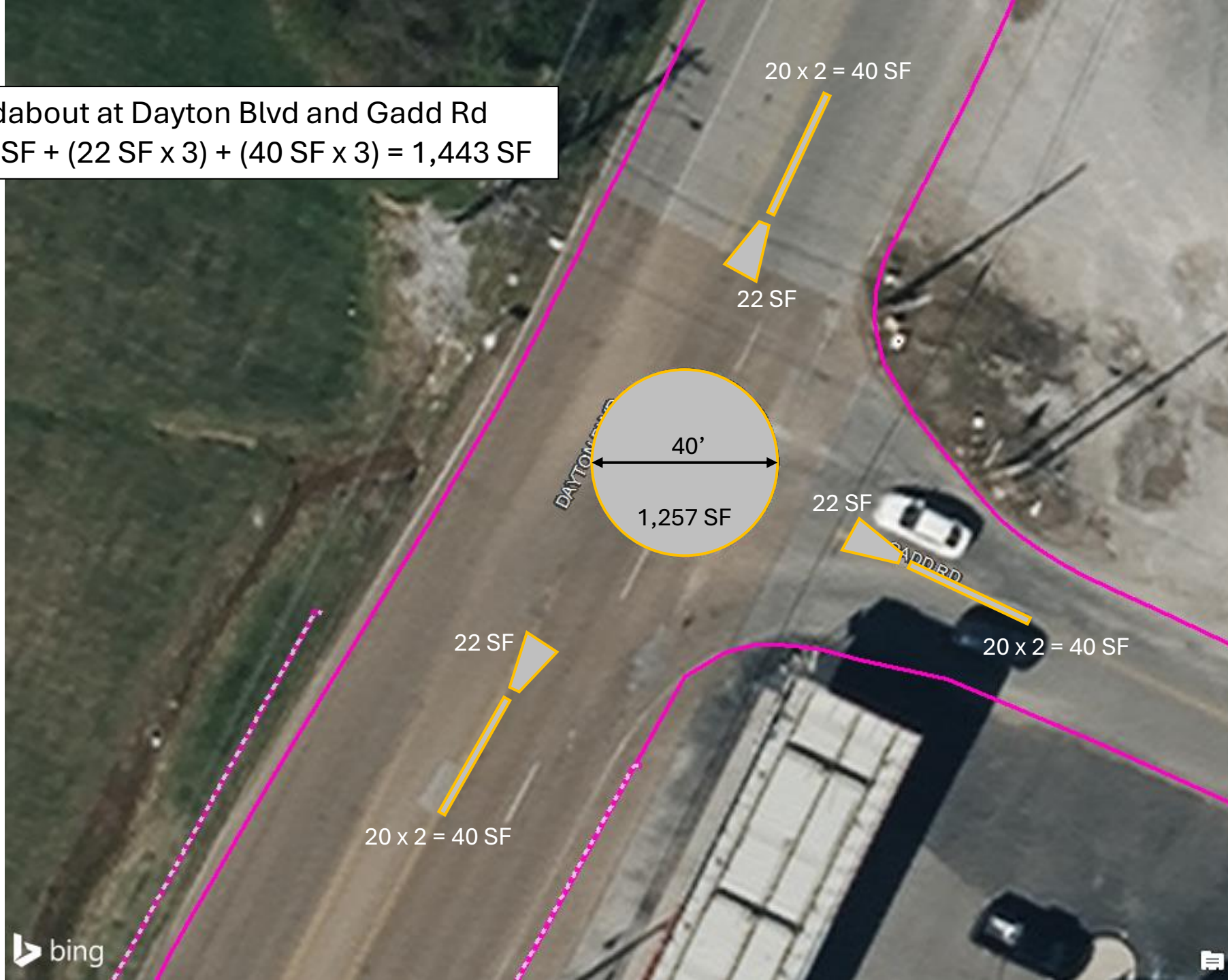


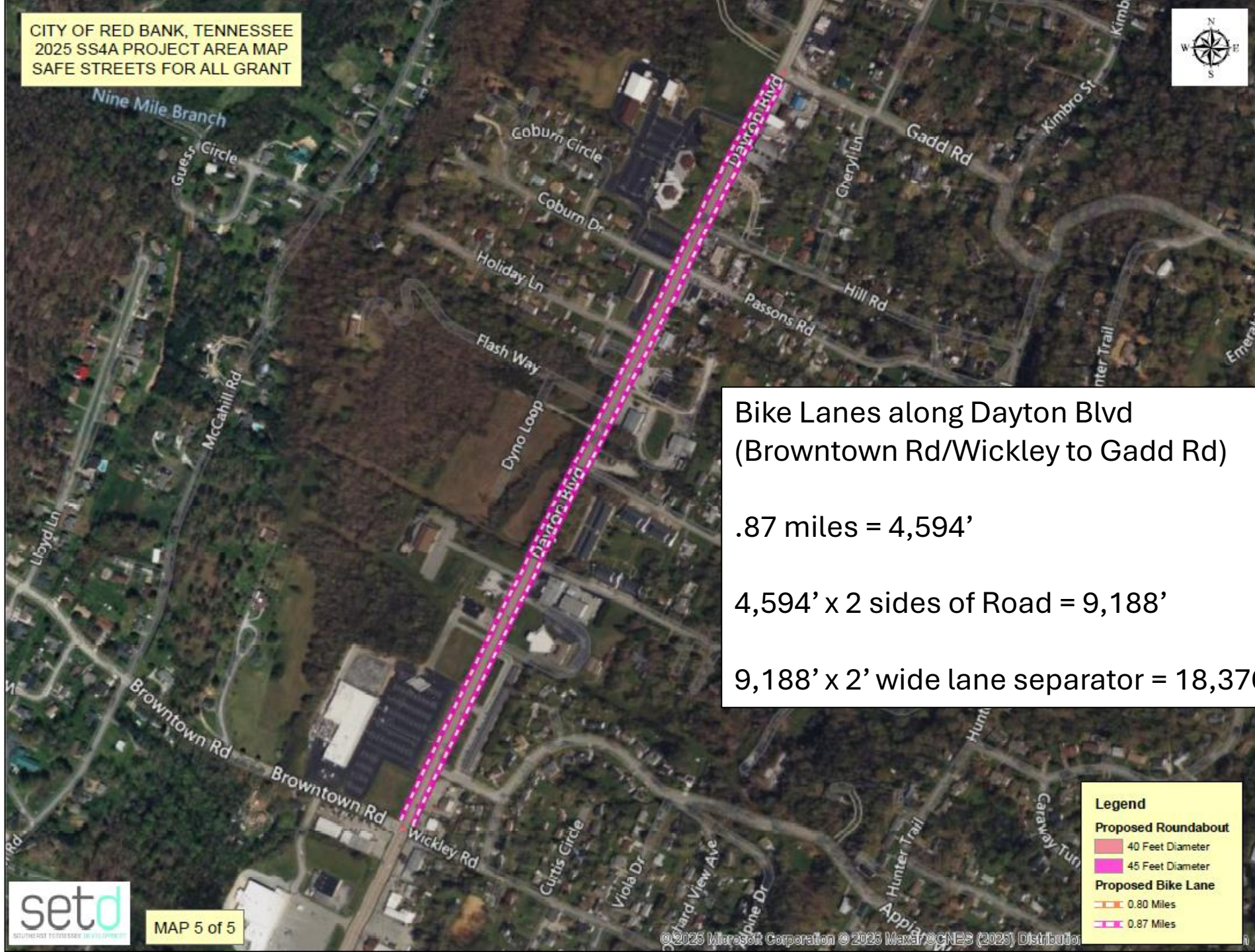
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Bike Lanes along Dayton Blvd
(Browntown Rd/Wickley to Gadd Rd)

.87 miles = 4,594'

4,594' x 2 sides of Road = 9,188'

9,188' x 2' wide lane separator = 18,376 SF

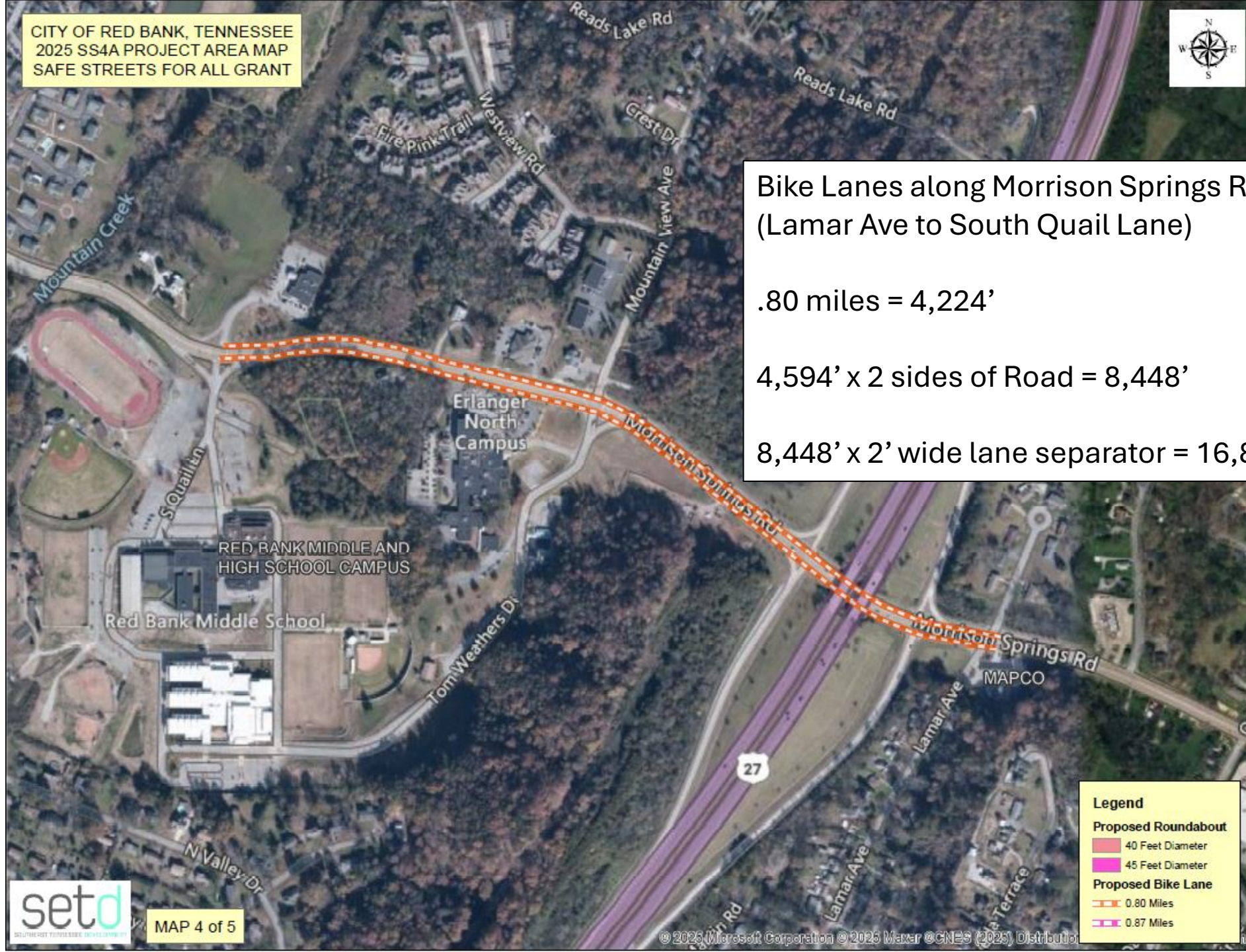


Bike Lanes along Morrison Springs Road (Lamar Ave to South Quail Lane)

.80 miles = 4,224'

4,594' x 2 sides of Road = 8,448'

8,448' x 2' wide lane separator = 16,896 SF





Bike Lanes along Dayton Blvd
(Culver Street to East Newberry Street)

.56 miles = 2,957'

2,957' x 2 sides of Road = 5,914'

5,914' x 2' wide lane separator = 11,828 SF

Vortex Illustrations of
roundabouts and
materials that might be
considered for the
project









City of Red Bank

3105 Dayton Boulevard

Red Bank, TN 37415

423.877.1103

www.redbanktn.gov

December 29, 2025

Bridgett Raper
City of Collegedale
P.O. Box 1880
Collegedale, TN 37315
Email: bridgett.raper@gmail.com

Michelle Toro, Assistant City Manager
City of Collegedale
P.O. Box 1880
Collegedale, TN 37315
Email: mtoro@collegedatn.gov

Andrew W. Morkert, Interim City Manager
City of Collegedale
P.O. Box 1880
Collegedale, TN 37315
Email: amorkert@collegedatn.gov

J. Scott Miller, City Manager
City of East Ridge
1517 Tombras Avenue
East Ridge, TN 37412
Email: jscottmiller@eastridgetn.gov

Kristin Ert Acuff, City Manager
City of Lakesite
9201 Rocky Point Road
Lakesite, TN 37379
Email: kert@lakesitetn.gov

Brooke Pippenger, Town Consultant
Town of Lookout Mountain
710 Scenic Highway
P.O. Box 111
Lookout Mountain, TN 37350
Email: brooke@lookoutmntn.us

Burton R. Johnson, City Manager
City of Soddy-Daisy
9835 Dayton Pike
Soddy-Daisy, Tennessee 37379
Email: Burt.Johnson@soddy-daisy.org

RE: *Interlocal Cooperation Agreement(s)/"Small Cities Coalition"*
Dated January 1, 2024

Dear Bridgett, Colleagues and Friends,

For a number of reasons and upon due consideration, it has become necessary and appropriate for, and in the best interest of, the City of Red Bank, to withdraw from participation in the Agreement and the Coalition effective March 31, 2026.

Please accept this correspondence as the required 120-day NOTICE of Red Bank's intention to withdraw and to no longer formally participate in the processes of the Coalition after the effective date of March 31, 2026.

Stefanie Dalton
Mayor

Hollie Berry
Vice Mayor

Jamie Fairbanks-Harvey
Commissioner

Terri Holmes
Commissioner

Hayes Wilkinson
Commissioner

Martin Granum
City Manager

Red Bank will, of course, comply with its contractual and financial obligations in paying its proportionate share (20%) for the first and second quarters of 2026. According to the Agreement, Red Bank will continue to actively participate in the work of the Small Cities Coalition through the end of March and will pay its share of expenses up through and including May 31, 2026.

In leaving, please allow me to express my sincere personal appreciation to Bridgett for all of her hard work and to share that I have also highly valued the professionalism and friendship of each and every one of you as have developed over the past year(s). I trust that Red Bank and we will find common ground and alternative mechanisms for future cooperation. I have very much enjoyed working with each and every one of you.

City of Red Bank

By:


Martin Granum, City Manager

cc: City Commission
Arnold A. Stulce, Jr., City Attorney

Key Dates for the 2026 Election Cycle

Tuesday, May 5, 2026

County Primary Election

First Day to Pick Up Petitions	Monday, December 22, 2025 (60 days prior to qualifying deadline)
Qualifying Deadline	Thursday, February 19, 2026, 12:00 Noon (3 rd Thursday in February)
Withdrawal Deadline	Thursday, February 26, 2026, 12:00 Noon
Voter Registration Deadline	Monday, April 6, 2026
Early Voting Period	Wednesday, April 15 – Thursday, April 30, 2026
First Day to Request Absentee Ballot	Wednesday, February 4, 2026 (90 days prior to election)
Last Day to Request Absentee Ballot	Saturday, April 25, 2026 (10 days prior to election)

Thursday, August 6, 2026

State and Federal Primary and County General Election

First Day to Pick Up Petitions	Friday, January 9, 2026 (60 days prior to qualifying deadline)
Qualifying Deadline	Tuesday, March 10, 2026, 12:00 Noon (2 nd Tuesday in March)
Withdrawal Deadline	Tuesday, March 17, 2026, 12:00 Noon
Voter Registration Deadline	Tuesday, July 7, 2026
Early Voting Period	Friday, July 17 – Saturday, August 1, 2026
First Day to Request Absentee Ballot	Friday, May 8, 2026 (90 days prior to election)
Last Day to Request Absentee Ballot	Monday, July 27, 2026 (10 days prior to election)

Tuesday, November 3, 2026

State and Federal General and Municipal Election

First Day to Pick Up Petitions	Monday, June 22, 2026 (60 days prior to qualifying deadline)
Qualifying Deadline	Thursday, August 20, 2026, 12:00 Noon (3 rd Thursday 3 rd month before election)
Withdrawal Deadline	Thursday, August 27, 2026, 12:00 Noon
Voter Registration Deadline	Monday, October 5, 2026
Early Voting Period	Wednesday, October 14 – Thursday, October 29, 2026
First Day to Request Absentee Ballot	Wednesday, August 5, 2026 (90 days prior to election)
Last Day to Request Absentee Ballot	Saturday, October 24, 2026 (10 days prior to election)

Bodine Companies, LLC

1. Bodine Companies, LLC
Frank Lynn Bodine Jr. Managing Member, (423) 316-7489
2. The offer of \$101,799.00 is to purchase two (2) tracts of property currently owned by the City of Red Bank identified as:
 - a. Hamilton County Tax Map 126C E 031.01
 - b. Hamilton County Tax Map 126 E 027
3. The purchase of the two tracts referenced above can be purchased with 3-5 business days or as late as January 31, 2026 with a clear title on the two tracts.
4. The proposed use of the two tracts of property would be to build up to 4 single family residences that would be 1600-1800 sq. ft with an appraised value of between \$285,000-325,000. The idea is for the homes to be affordable for someone looking to purchase their first home.

Qualifications

I have built over 100 homes in my career and many of those in the City of Red Bank. I built and sold two homes located adjacent to one of the tract being offered for sale on Goodson Ave. within the last 3-4 years. I am a licensed General Contractor in the State of TN. Because of my extensive experience and history of building homes I have access to the funds needed to construct the four homes on the two tract to be purchased. I would expect all four homes to be constructed within 18-24 months.

Bodine Companies, LLC

Bodine Companies LLC



By: Frank Lynn Bodine, Jr. Managing Member

Date: Nov. 14-25



November 14, 2025

RE: Availability of Funds for Purchase of Two Tract of Property in Red Bank, TN

To: Whom it May Concern

This letter is to verify that Bodine Companies, LLC has funds available up to \$102,000.00 for the purchase two tract of property located in Red Bank, TN defined as tracts Hamilton County Tax Map 126C E 031.01 and Hamilton County Tax Map 126 E 027.

Should you need additional information please do not hesitate to call me at (706) 226-5377.

Best Regards,

A handwritten signature in blue ink, appearing to read "Mitch Sanford".

Mitch Sanford
President
Builtwell Bank



CITY OF RED BANK, TENNESSEE

Request for Proposals 25-1002

For:

The City of Red Bank is seeking proposals from qualified developers, licensed contractors, or licensed builders for the sale and residential development of two (2) city owned parcels.

LEGAL NOTICE TO PROPOSERS

Sealed Request for Proposals (RFP) will be received at the office of the City Manager of Red Bank, City Hall, 3105 Dayton Boulevard, Red Bank, TN 37415, no later than **12:00 NOON, Friday, November 14, 2025**, for the City of Red Bank with the following:

FOR THE DIVISION OF: Community Development

Request for Proposals (RFP) from qualified developers, licensed builders, or licensed general contractors for the sale and residential development of two (2) city owned parcels located off Goodson Avenue in Red Bank, Tennessee 37415.

Hamilton County Tax Map and Parcel ID:

(1) 126C E 031.01

(2) 126 E 027

RFP Reference: # 25-1002

The City of Red Bank has not set a minimum sale price for the property. However, prospective purchasers should note that offers falling between the broker's opinion of combined value of \$240,000 and the Hamilton County Assessor of Property's combined value of \$267,200 are to be considered most competitive.

THE CITY OF RED BANK ENCOURAGES THE PARTICIPATION OF SMALL AND MINORITY BUSINESSES IN THE PURCHASING PROCESS.

Award of contract(s) will be made based on the best proposal(s) as evaluated and determined by the City of Red Bank.

Any protest of an award must be filed in writing with the City Contact, herein referenced within five (5) days of the award announcement.

By Order of the Mayor of the City of Red Bank, Tennessee.

Stefanie Dalton
Mayor

Martin Granum
CITY MANAGER

Published in The Chattanooga Times Free Press | October 12, 2025 |

REQUIRED FORMS

ATTACHMENT A

IRAN DIVESTMENT ACT CERTIFICATION

RFP REFERENCE NUMBER: #25-1002

VENDOR/CONTRACTOR NAME:

Bodine Companies LLC / L. Bodine

The Iran Divestment Act, Tenn. Code Ann. § 12-12-101 et. seq. requires a person that attempts to contract with the state, including a contract renewal or assumption, to certify at the time the proposal is submitted or the contract is entered into, renewed, or assigned, that the person or the assignee is not identified on a list created pursuant to § 12-12-106.

Currently, the list is available online at the following website:

<https://www.tn.gov/general-services/procurement/central-procurement-office--cpo-/library-/public-information-library.html>

The vendor/contractor, identified above, certifies by signature below that it is not included on the list of persons created pursuant to Tenn. Code Ann. § 12-12-106 of the Iran Divestment Act.

CONTRACTOR SIGNATURE NOTICE: This certification MUST be signed by an individual with legal capacity to contractually bind the Contractor.

Lynn Bodine / managing member
PRINTED NAME, TITLE OF SIGNATORY

[Signature] DATE: Nov. 14. 25
Signature

ATTACHMENT B

Non-Boycott of Israel Certification

The Contractor certifies that it is not currently engaged in, and will not for the duration of the contract engage in, a boycott of Israel as defined by Tenn. Code Ann. § 12-4-119. This provision shall not apply to contracts with a total value of less than two hundred fifty thousand dollars (\$250,000) or to contractors with less than ten (10) employees.

Signature: [Signature] Bodine company L.L.C.

Printed Name: Lyn Bodine

Title: managing member

Date: Nov. 14. 25

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-
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PROPOSAL SECTION:

As per attached specifications, the proposal for the PURCHASE AND SALE OF THE REAL ESTATE is as follows:

Total Price :

\$101,799 -

ATTACH A PROPOSED WRITTEN PURCHASE AND SALE AGREEMENT

The full name and residence of all persons interested in the foregoing as principals are as follows: (if out of state company, please list Tennessee office address.)

BUSINESS NAME, ADDRESS, EMAIL ADDRESS, AND TELEPHONE NUMBER OF PROPOSER:

Bodie's Company Inc [Signature]

170 Gray Rd S's rd / mth TN. 37377
Bodie Lynn I at gmail.com

* 423-316-7489

If Proposer is an INDIVIDUAL, fill out the following:

(NAME OF OWNER)

If Proposer is a PARTNERSHIP, fill out the following:

PARTNER NAME:

ADDRESS:

If Proposer is a CORPORATION OR LIMITED LIABILITY COMPANY, fill out the following:

NAME OF CORPORATION/LIMITED LIABILITY COMPANY PRESIDENT/CEO/MANAGING MEMBER:

Bodine Company LLC,

NAME OF CORPORATION/LIMITED LIABILITY COMPANY SECRETARY:

N. A.

FULL LEGAL NAME OF ENTITY:

Bodine Company LLC.

PRINT NAME OF AUTHORIZED PROPOSER:

Lynn Bodine

SIGNATURE OF AUTHORIZED PROPOSER:

[Signature]

TITLE:

~~CEO~~ managing member.

PHONE NUMBER:

423-316-7489 / 1709RAY Rd Signal Mtn 37377

MAILING ADDRESS:

Bodine Lynn at gmail.com

EMAIL ADDRESS:

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City of Red Bank Request for Proposal (RFP) Specifications

The City of Red Bank, Tennessee is seeking Requests for Proposals (RFP) for the sale and residential development of city-owned parcels identified as:

**Hamilton County Tax Map and Parcel ID
(1) 126C E 031.01
(2) 126 E 027**

Introduction

The purpose of this RFP is to identify a developer, builder or general contractor with the interest, resources and experience to purchase, develop, and sell the two (2) residential parcels located off Goodson Avenue, Red Bank, Tennessee.

The City of Red Bank is NOT seeking to have any form of partnership role in the development of the site once sold. The City seeks to sell real estate, specifying certain conditions upon the sale and binding restrictions with respect to the residential development and residential use of the property.

The City is NOT interested in engaging a broker, agent or consultant who proposes to work on a fee basis to market the property or to act as a real estate agent, advisor or broker for the city.

The City's intent is for both parcels to be sold and developed for residential purposes only, not for commercial investments.

Site Information

Subject parcels are located off Goodson Avenue and further identified as:

1. Hamilton County Tax Map 126C E 031.01
2. Hamilton County Tax Map 126 E 027

Subject parcels are zoned RT/Z Residential Townhomes\Zero Lot Line Zone by the City of Red Bank.

Evaluation and Selection

The City of Red Bank will evaluate proposals and select the proposal that it judges to be in the best interest of the city. The City shall be the sole judge of its own best interest in relation to the proposals, and any resulting development agreement and/or sales contract. The City reserves the right to negotiate and/or to reject all submitted proposals. The decisions of the City shall be final.

The City's evaluation criteria may include, but not be limited to the following:

- A. Overall responsiveness to the RFP.
- B. Qualifications and documented experience of the respondent.
- C. Quality of the development proposals, including:

- 1) Residential design options proposed for the site(s).
- 2) Design compatibility with its surrounding location.
- 3) Proposed timeframe for purchase, development and sale.
- 4) Proposed purchase price for both parcels.
- 5) Proof of financial capability to purchase and develop both sites
- 6) Anticipated median sale price range
- 6) **Such other factors the city may deem relevant**

The City reserves the right to change the schedule below, with or without notice to respondents, to meet the needs of City Staff and the City Commission.

The proposal evaluation will follow the general timeline below:

- Issue RFP: **Sunday, October 12, 2025**
- Final day to submit questions: **Monday, November 3, 2025**
- RFP-Due: **12:00 PM (NOON) Friday, November 14, 2025**

City Staff and the City Manager will review proposals and may schedule meetings with RFP respondents if deemed necessary by the city. The city may also request additional information from respondents at any time. The City reserves the right to select one (1) or none of the respondents if it is determined to be in the best interest of the City.

All Submittals shall become the property of the City and, after selection process, will become Public Record.

Submittal Instructions

Proposals

Proposals will be received no later than 4:30 p.m. November 14, 2025.

at:

**City of Red Bank
City Recorder's Office
3105 Dayton Blvd.
Red Bank, Tennessee 37415
(423) 877-1103 ext.5**

Proposals received after the closing time and date shown will not be considered.

Proposals must be submitted bearing the name of the Respondent, addressed as above, and clearly marked:

Attn: Quote # 25-1002 Sale and Development of Two (2) City-Owned Parcels

Proposals must be submitted in Triplicate (3 copies) and enclosed in a sealed envelope. No oral, e-mail, or telephone adjustments to proposals submitted will be considered.

Any contract resulting from any responsive proposal is subject to all terms, provisions, and conditions of a separate Agreement to be negotiated with the City of Red Bank, even when a Proposal that is otherwise "accepted".

1. Cover Letter on firm letterhead:

- a. Principal contact information
- b. Summary of the respondent's proposal
- c. Proposed timeline for purchase and development of both parcels.

- d. Proposed purchase price for both parcels
- e. Anticipated selling price of residential structure(s)

2. Qualifications and Experience:

- a. Examples of similar projects by the respondent within last 12 months
- b. Capacity of time and resources to undertake the project.
- c. Financial capacity to undertake the project.

3. Proposals will be accepted on or before the deadline identified above. Proposals received after that date and time will be rejected. Proposals will not be opened publicly.

4. Questions regarding this RFP should only be directed in writing to Leslie Slay, Community Development Director at lslay@redbanktn.gov

Contact with elected officials regarding solicitations is grounds for disqualification.

This RFP does not commit the City of Red Bank to sell either or both properties or to award a contract(s), to pay any costs incurred in the preparation of a response to this request or to procure or contract for services or supplies. The City of Red Bank reserves the right to accept or reject any or all proposals received because of this request, to waive minor irregularities in the procedure, to negotiate with any qualified source, or to cancel in part or in its entirety, this RFP, if it is in the best interest of the City of Red Bank to do so.

Amendments

Amendment of proposals may be made as follows:

By City of Red Bank: Proposals may be amended by the City of Red Bank in response to the need for further clarification, specifications and/or requirements changes, new opening date, etc. Copies of the amendment will be made available online to prospective vendors at www.redbanktn.gov/bids.

By Firm: Proposals may only be amended after receipt by the City of Red Bank by submitting a later dated proposal that specifically states that it is amending an earlier proposal. No proposal may be amended after the opening date unless requested by the City of Red Bank. Proposals may be withdrawn only in total, and only by a written request to the City of Red Bank prior to the time and date scheduled for opening of proposals.

Contract Administration

The staff member below is the primary contact for contract administration of this proposal:

Leslie Slay - Director of Community Development
lslay@redbanktn.gov

In the absence of the primary contact, the secondary contact for contract administration is:

Michael Pham, Community Planner
mpham@redbanktn.gov

25-1002

RFP: Sale and Development of City Owned Parcels: Goodson Avenue

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