

City of Red Bank

BOARD OF COMMISSIONERS WORK SESSION

Work Session Agenda

September 15, 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. **Monthly Financial Update (CFO Pickel)**
- II. **Introduction of New Employee Joseph Smith of the Public Works Department (PWD Tate)**
- III. **On Consent Agenda - Approve Request for Right of Entry for Chattanooga to 640 Morrison Springs Rd for the purposes of completing a stream restoration project of Mountain Creek Res No. 26-1942 (CM Granum)**
- IV. **On Consent Agenda - Award RFQ 26-0601 to Kimley-Horn Res No. 26-1945 (P&CD Grabe & Cameron Cooper of Kimley-Horn)**
- V. **On Consent Agenda - Approve donation agreement to accept dog park amenity from Playcore Res No. 26-1944 (P&CD Grabe)**
- VI. **On Consent Agenda - Approve Purchase and Installation of Shade Amenity for White Oak Dog Park Res No. 26-1947 (P&CD Grabe)**
- VII. **On Consent Agenda - Approve MOU for installation of a Trinket Box at Red Bank City Park Res No. 26-1946 (P&CD Grabe)**
- VIII. **On Consent Agenda - Approve Expenditures for Repairs to Unit 789 of the Solid Waste Division Res No. 26-1943 (PWD Tate)**
- IX. **On Consent Agenda - Fire Prevention Month Res No. 26-1940 (DFC Iles)**
- X. **On Consent Agenda - Approve Agreement with Life Safety Inspection Vault at no cost to the City Res No. 26-1941 (DFC Iles)**
- XI. **On Consent Agenda - Approve Template for Shared Parking Agreement Res. No. 26-1948 (CDD Slay)**
- XII. **Public Hearings**
 - To hear public input on a proposed moratorium on vape stores and cannabis dispensaries Ord No. 26-1316 (second vote)**
 - To receive public input on a request to rezone 3118 Easton Ave from R-1 to R-T/Z Ord No 26-1317 (first vote)**
- XIII. **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)**
- XIV. **Any other business to discuss**
- XV. **Adjournment**

YEAR TO DATE THROUGH AUGUST 2026

		FY2026	FY2027	FY2027	16.67%
		Actual to Date	Actual to Date	BUDGET	Budget Year
ACCOUNT NAME					
<u>Revenues</u>					
Local Taxes					
31100	Property Tax	21,909	26,808	6,527,743	0%
31120	Public Utilities Tax-OSAP	0	427	45,000	1%
31200	Property Tax (Delinquent)	3,882	10,948	43,500	25%
31300	Int. Penalty Court Cost	2,797	5,104	25,000	20%
31500	Pmts in lieu of Property Tax-TVA	0	0	156,948	0%
31511	Electric Power Board Tax	0	0	150,000	0%
31610	Local Sales Tax - Trustee	328,545	329,830	1,900,000	17%
31710	Wholesale Beer Tax	44,657	47,097	225,000	21%
31720	Wholesale Liquor Tax	9,576	21,539	95,000	23%
31730	Mixed Drink Taxes	2,653	6,599	10,000	66%
31810	Minimum Business Tax	305	555	1,400	40%
31820	Gross Receipts Tax	2,350	2,633	65,000	4%
31910	Franchise Tax	20,624	20,354	85,000	24%
Total Local Taxes		437,298	471,894	9,329,591	
State Taxes (local share)					
33510	State Sales Tax	264,988	280,164	1,511,173	19%
33512	Sports Betting	5,968	6,492	26,654	24%
33530	State Beer Tax	0	0	4,879	0%
33553	State Gasoline Inspection Fees	3,613	3,591	21,180	17%
Total State Taxes (local share)		274,671	290,247	1,563,886	
Other Sources					
31920	Room Occupancy Tax	4,405	6,078	25,000	24%
32210	Beer Licenses	0	0	4,000	0%
32400	Home Occupation Fee	250	250	1,200	21%
32600	Building and Related Permits	18,157	15,275	125,000	12%
32660	Zoning Permits	0	300	900	33%
32930	EV Charging Revenue	61	23	400	6%
32950	Wrecker Permit	0	0	500	0%
32990	Wrecker Inspection Fee	0	0	500	0%
33440	Police Salary Supplement	0	0	20,800	0%
33470	Fire Salary Supplement	0	0	13,800	0%
34100	Communication Tower Lease	5,356	5,544	32,000	17%
34131	Administrative Services	5,667	0	68,004	0%
34240	Accident Reports	130	120	2,000	6%
34793	Community Center Fees	4,110	3,610	21,000	17%
35100	City Court Revenue	25,266	27,628	130,000	21%
36100	Interest Earning	45,872	37,449	200,000	19%
36210	Rent-Sewer Plant	1,758	1,809	10,548	17%
36330	Sale of Equipment	0	0	2,000	0%
36350	Insurance Recovery	7,400	0	10,000	0%
36691	Miscellaneous Revenue	5,104	1,232	20,000	6%
36700	Donations	0	0	0	0%
36990	Insurance Package Refund	0	0	0	0%
33575	Grant Revenue	0	12,078	0	0%
36910	Loan Proceeds	0	0	435,000	0%
Total Other Sources		123,536	111,395	1,122,652	
Total General Fund Revenue		835,505	873,536	12,016,129	7%

	FY2026	FY2027	FY2027	16.67% Budget Year
<u>Expenditures</u>				
Judicial	28,119	23,587	187,199	13%
Legislative	6,338	5,206	42,510	12%
Finance & Administration	207,848	213,507	1,457,286	15%
Insurance	254,781	373,394	1,655,088	23%
Community Development	96,003	131,783	673,879	20%
Police	466,830	449,966	3,657,247	12%
Fire	289,159	310,207	2,225,160	14%
	<u>1,349,076</u>	<u>1,507,648</u>	<u>9,898,369</u>	
Public Works				
Public Wks-Admin/Streets	307,469	142,081	1,283,865	11%
Fleet Maint	37,009	21,140	161,656	13%
Gov't Bldg	86,702	67,401	728,351	9%
Animal Control	20,865	21,488	85,951	25%
<i>Total Public Works</i>	<u>452,045</u>	<u>252,109</u>	<u>2,259,823</u>	
Parks				
Parks Admin	38,900	30,821	664,233	5%
<i>Total Parks</i>	<u>38,900</u>	<u>30,821</u>	<u>664,233</u>	
Total General Fund Expenditures	<u>1,840,022</u>	<u>1,790,578</u>	<u>12,822,425</u>	<u>14%</u>
<u>Solid Waste Management</u>				
<i>Revenues</i>	8,366	9,648	1,024,000	1%
<i>Expenditures</i>	219,195	276,106	1,265,790	22%
<u>State Street Aid</u>				
<i>Revenues</i>	79,752	78,664	451,366	17%
<i>Expenditures</i>	44,280	42,891	737,749	6%
<u>Stormwater MS4</u>				
<i>Revenues</i>	6,388	5,984	533,500	1%
<i>Expenditures</i>	72,768	119,152	737,422	16%
<u>Drug Enf Fund</u>				
<i>Revenues</i>	9,150	2,398	24,500	10%
<i>Expenditures</i>	3,191	186	104,300	0%
<u>Impound Fund</u>				
<i>Revenues</i>	275	0	2,250	0%
<i>Expenditures</i>	825	1,577	5,400	29%

RIGHT OF ENTRY

This Right of Entry Agreement (“Right of Entry”) is entered into this _____ day of _____, 2026, by and between the CITY OF RED BANK, a municipal corporation (“Grantor”), and the City of Chattanooga, a municipal corporation (“Grantee”).

RECITALS

WHEREAS, Grantor is the owner of certain real property more particularly described on Exhibit “A” attached hereto and incorporated herein by reference (the “Property”).

WHEREAS, Grantee desires to obtain the Grantor’s permission to enter upon, over, and across the property, on a temporary basis, to allow Grantee to access 640 Morrison Springs Road for the purpose of completing a stream restoration project which will include various construction activities, inspections, and surveying of Mountain Creek;

WHEREAS, Grantee’s activities will not interrupt the Grantor’s full access to and use of its adjoining properties and that under no circumstances will the free flow of traffic on Tom Weathers Driver be impeded or interrupted;

WHEREAS, the parties desire to enter into this Right of Entry whereby the Grantor will allow Grantee to enter the Property, on a temporary basis, for the purpose as stated above.

WHEREAS, Grantor desires to grant Grantee the temporary, non-exclusive use of a portion of the Property, subject to the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the foregoing recitals, the terms and conditions set forth below, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Grantor and Grantee as follows:

1. **Right of Entry.** The Grantor hereby grants to Grantee and its agents, employees, and contractors the temporary right to enter onto the Property for the purpose as stated above and for no other purpose.
2. **Term.** The term of this Right of Entry shall commence on September 1, 2026 and automatically terminate on August 31, 2027 unless earlier terminated as provided herein. The term may be extended by written notice to Grantee in the sole and absolute discretion of the Grantor. This Right of Entry is subordinate to all prior or future rights and obligations of the Grantor in the Property, except that the Grantor shall grant no rights inconsistent with the reasonable exercise by Grantee of its rights under this Right of Entry.
3. **Liens.** Grantee shall not permit to be placed against the Property or any part thereof, any design professional's, mechanic's, materialman's, contractor's, or subcontractor's liens with regard to Grantee's actions upon the Property.
4. **Restoration of the Property.** Upon the termination of this Right of Entry, Grantee shall, at its own cost and expense, restore the Property as near as feasible to the same condition as the Property was prior to Grantee's construction.
5. **Compliance with Laws/Permits.** Grantee shall, in all activities undertaken pursuant to this Right of Entry, comply and cause its contractors, agents, and employees to comply with all federal, state, and local laws, statutes, orders, ordinances, rules, regulations, plans, policies, and decrees. Without limiting the generality of the foregoing, Grantee, as its sole cost and expense, shall obtain any and all permits which may be required by law, regulation or ordinance for any activities Grantee desires to conduct or have conducted pursuant to this Right of Entry.

6. **Inspection.** The Grantor may enter the designated portion of the Property complying with all safety rules and regulations thereon from time to time at reasonable times to verify Grantee's compliance with the terms and conditions of this Right of Entry.
7. **No Real Property Interest.** It is expressly understood that this Right of Entry does not in any way whatsoever grant or convey any permanent easement, lease, fee or other interest in the Property to Grantee. This Right of Entry is not exclusive and the Grantor specifically reserves the right to grant other rights of entry within the vicinity of the Property.
8. **Liability and Workers' Compensation Insurance/Indemnification.** Subject to the provisions of T.C.A. § 29-20-101 et seq., Grantee shall defend and, if found liable, be responsible for paying damages arising from third party claims, suits, liabilities and judgements for personal injuries or damage of property, excepting any such injury, damage or loss caused, in whole or part, by the negligence or fault of the Grantor.

Grantee has elected not to participate in the Tennessee Worker's Compensation program pursuant to T.C.A. § 50-6-106(1)(B)(6) and has implemented an injury-on-duty program to provide certain benefits for its employees who sustain a job-related injury, illness or occupational disease arising out of the course and scope of employment.
9. **General Liability Insurance.** Grantee is self-insured as evidenced by the Certificate of Insurance attached as Exhibit B.
10. **Approval/Consent.** Each party hereby represents to the other that all approvals and consents have been obtained authorizing the execution of this Right of Entry by such parties.

11. **Termination.** This Right of Entry may be terminated at any time by either party upon thirty (30) days prior notice in writing to be served upon the other party.

12. **Notices.** Any notices, requests, and demands, or other communications required or committed under this Right of Entry shall be in writing and shall be effective upon receipt:

If served personally, if sent by first class mail, registered or certified, postage prepaid, or if sent by a national recognized overnight delivery service, paid by the sending party and addressed as follows:

Grantor: City of Red Bank
Attn: Tracey Perry
3105 Dayton Boulevard
Red Bank, TN 37415

Grantee: City of Chattanooga
Attn: Stormwater Resources
1250 Market Street
Suite 2100
Chattanooga, TN 37402

With a copy to: City Attorney's Office
100 E 11th Street
Suite 200
Chattanooga, TN 37402

Any party may change its address for notices under this Right of Entry by giving written notice of such change to the other party in accordance with the terms of this paragraph.

13. **Continuing Liability.** No termination of this Right of Entry shall release Grantee from any liability or obligation hereunder resulting from any acts, omission, or events prior to the termination of this Right of Entry in restoration of the Property to its prior condition.

14. **Attorney's Fees.** In the event of a dispute between the parties with respect to the terms or conditions of this Right of Entry, the prevailing party shall be entitled to collect from the other its reasonable attorney's fees.

15. **Severability.** If any provision of this Agreement becomes or is found to be illegal or unenforceable for any reason, such cause or provision must first be modified to the extent necessary to make this Right of Entry legal and enforceable and then if necessary, severed from the remainder of the Right of Entry to allow the remainder of this Right of Entry to remain in full force and effect.

16. **Miscellaneous Provisions.**

- a. Grantor and Grantee acknowledge and agree that the terms and conditions set forth herein constitute the complete and entire agreement between them concerning this Right of Entry and no other agreements, representations or warranties have been made by or between them other than as set forth herein.
- b. This Right of Entry may not be modified except by a document in writing. This Right of Entry is binding upon, and enforceable by the parties hereto and their respective successors and assigns.
- c. This Right of Entry shall be governed by and constructed in accordance with the laws of the State of Tennessee.

IN WITNESS WHEREOF, Grantor and Grantee have set their hands by and through their respective duly authorized representative as of the date first above stated.

[SIGNATURE PAGE TO FOLLOW]

GRANTOR

CITY OF RED BANK, TENNESSEE

By: _____

Printed Name: _____

Title: _____

GRANTEE

CITY OF CHATTANOOGA, TENNESSEE

By: _____

Printed Name: _____

Title: _____

EXHIBIT A

Passage on existing roadway to access the stream restoration site on 640 Morrison Springs Rd, a Hamilton County Department of Education property

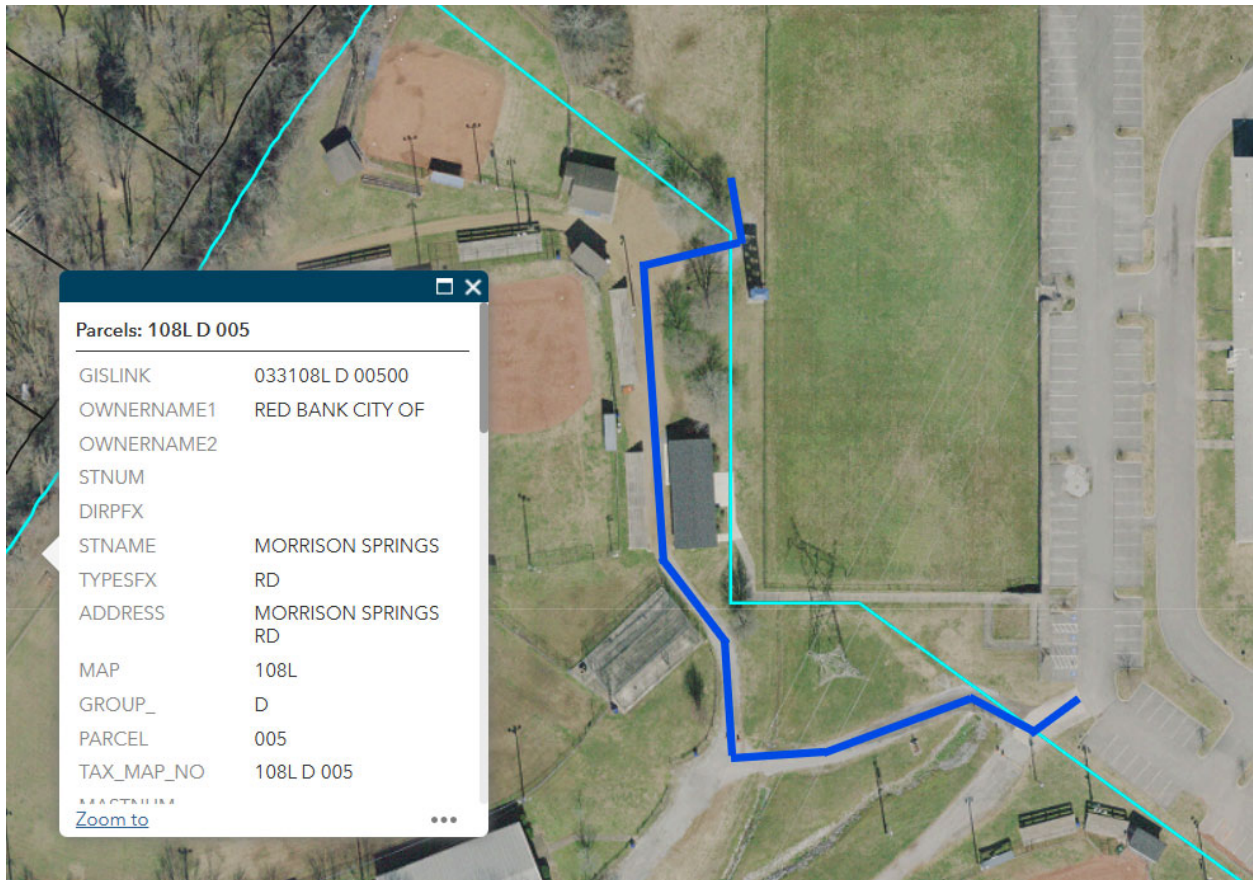


EXHIBIT B



City of Chattanooga
Risk Management Department

Greg Whisenant, Chief Risk Officer

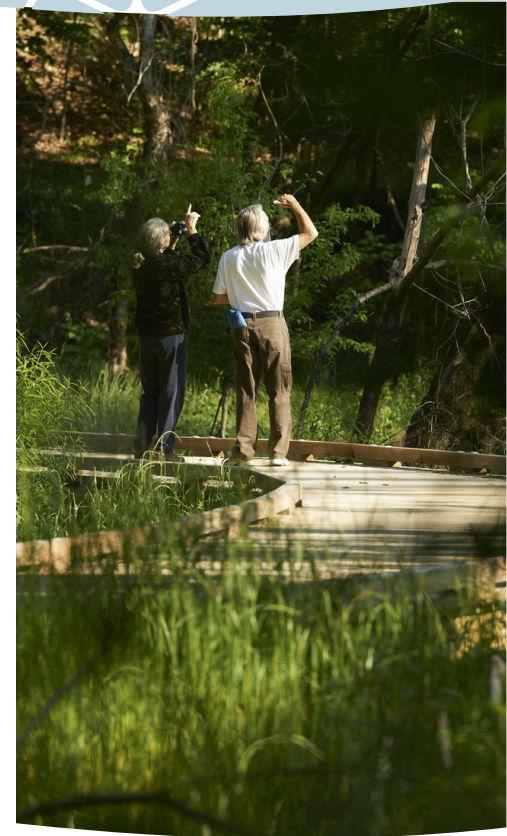
Tim Kelly, Mayor

CERTIFICATE OF SELF-INSURANCE

This is to certify that the City of Chattanooga Government is a self-insurer in accordance with the Tennessee Governmental Tort Liability Act.

The funded Self-Insurance Plan is established under the provisions of the Tennessee Governmental Tort Liability Act, T.C.A. § 29-20-403, et. seq., which establishes the limits of liability for governmental entities in the State of Tennessee. For all claims against a self-insuring governmental entity, the Act establishes a maximum limit of liability of Three Hundred Thousand (\$300,000.00) Dollars for bodily injury or death of any one (1) person in any one (1) accident, occurrence or act, and Seven Hundred Thousand (\$700,000.00) Dollars for bodily injury or death of all persons in any one (1) accident, occurrence or act, and One Hundred Thousand (\$100,000) Dollars for injury or destruction of property of others in any one (1) accident, occurrence or act. The provisions of the above limits shall apply to any action arising on or after July 1, 2007.

Greg Whisenant
Risk Officer



Statement of Qualifications for
**Design, Construction Documents, and
Construction Engineering and Inspection**
for the Phase One Activation of a New
Public Park at 3715 Dayton Boulevard,
with the Potential for Future Phases at this Site

RFQ # #26-o6o1
July 2026





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Cover Letter

July 31, 2026

City of Red Bank
Parks, Trails, and Recreation Division
3105 Dayton Boulevard
Chattanooga, TN 37402

Kimley-Horn

537 Market Street
Suite 202
Chattanooga, TN 37402

RE: Request for Qualifications (RFQ) No. 26-0601 —Design, CD, and CEI for the Phase One Activation of a New Public Park at 3715 Dayton Blvd., with the Potential for Future Phases at this Site

Dear Mr. Grabe and Members of the Selection Committee:

Kimley-Horn is pleased to submit our qualifications in response to this RFQ issued by the City of Red Bank, Tennessee (City) for design, CD preparation, and CEI services for the Phase One activation of the new public park at 3715 Dayton Boulevard. We understand that this project is not simply about designing a park—it is about continuing the City's momentum on this project and identifying the best path toward activating a community asset in time for the December 12, 2026 Christmas Parade and Festival, establishing foundational infrastructure that serves residents today and lays the groundwork for future phases as the City's vision advances.

Our Chattanooga-based team brings a rare combination of local presence, municipal park delivery experience, and a demonstrated familiarity with Red Bank's parks and planning priorities. As you review our statement of qualifications (SOQ), please consider the following advantages our team offers the City:

A Team Already Working in Red Bank—With a Head Start on What This Site Needs. Kimley-Horn has worked directly with the City on the Red Bank Parks and Recreation Master Plan (2024), and our landscape architecture team—led by **Alisha Eley Anderson, PLA, ASLA, LEED AP** and supported by **Ashley Akers, PLA**—developed the foundational planning framework that informs this very site with the LWCF conversion report and concepts. We are not starting from zero—in addition to recent park planning work, our team members lead the demolition efforts of the former middle school that once occupied this property and oversaw the development of the resulting as-built plans, giving us a foundational understanding of the project area, infrastructure, and existing conditions. We are already actively considering the utility coordination sequence, Americans with Disabilities Act (ADA)-accessible parking layout, and logistics of the restroom facility siting that Phase One requires. That institutional knowledge translates directly into schedule performance and reduces the City's risk of costly discoveries during design.

Event-Ready Delivery by December 2026. Realizing an event ready park for the Christmas Parade milestone demands more than an aggressive schedule—it requires proactive project management, creative problem solving and clear communication from day one. Our project manager, **Cameron Cooper, PLA**, brings more than 12 years of experience leading multidisciplinary teams in the delivery of park and public realm projects throughout Tennessee. Our team will structure the project schedule around the City's milestone, identifying opportunities, risks, permitting and procurement lead times early, and communicate proactively when conditions require adjustment to help ensure consensus on a schedule that meets the short and long term goals for the park.

Integrated Landscape Architecture and Civil Engineering Expertise. Kimley-Horn has assembled a collaborative team of landscape architects and civil engineers to provide the City with a seamless approach to planning, design, permitting, and construction administration. Led by experienced local professionals and supported by multidisciplinary resources across Tennessee, our team is structured to deliver the full range of services required for this project under a single management and quality control framework. By integrating technical and design disciplines from project inception through implementation, we streamline coordination, improve communication, support informed decision-making, and deliver efficient, high-quality project outcomes.

We look forward to continuing our partnership with the City through this park project. If you have questions regarding this proposal, please contact Cameron Cooper at cameron.cooper@kimley-horn.com or 901 334 5334. Thank you for your consideration of our qualifications.

Sincerely,

KIMLEY-HORN



Cameron Cooper, PLA
Project Manager



Alisha Eley Anderson, PLA, ASLA, LEED AP
QC/QA Lead

Section 1: Statement of Qualifications Related to the Respondent's Ability to Perform the Requested Services

Landscape Architecture at Kimley-Horn

Founded 59 years ago, Kimley-Horn's professional strengths include comprehensive master planning, landscape architecture, grant funding support, civil engineering, parking, transportation planning and design, environmental sciences, water resources, structural engineering, and more. We have a broad portfolio of completed park projects that have included comprehensive services from master planning, program development, public meetings, and park design through construction. Our team's qualifications include designing tailored recreational experiences for our clients and communities. We take pride in designing neighborhood parks, signature parks, sports facilities, and other recreational sites that create experiences while respecting the land and using cost-effective design solutions. Members from different disciplines in our firm are all under one roof, enabling us to coordinate, meet, and operate seamlessly on a day-to-day basis as well as add resources as needed on our projects. Kimley-Horn's multidisciplinary approach to projects enables us to deliver exceptional service to our clients. Our planners and landscape architects are strong facilitators and visionaries, bringing together a variety of design professions with the general public to produce top notch park designs.

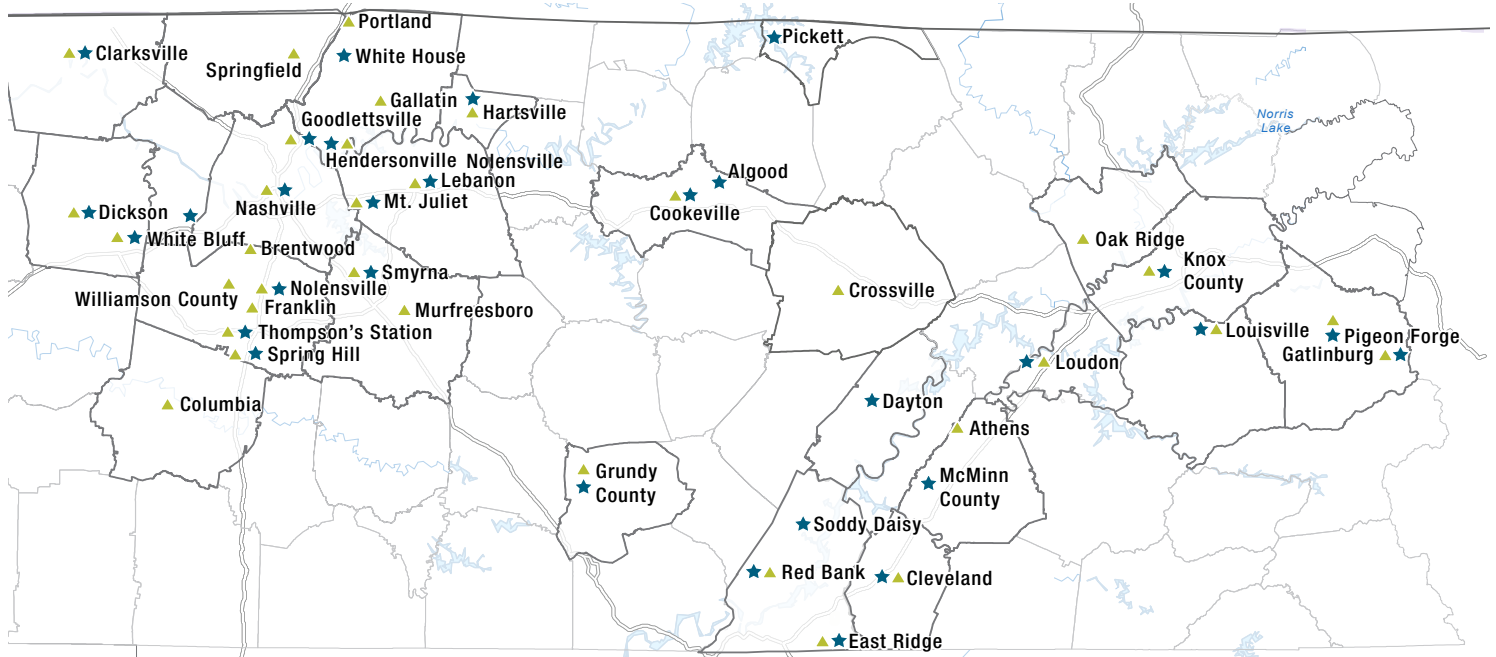
Parks, Recreation Facilities, and Planning and Design

The Kimley-Horn team has successfully completed numerous parks and recreation-oriented projects for federal, state, regional, and local government clients, as well as various private developments. Kimley-Horn currently is working on several significant park projects and facilities in Tennessee and throughout the country that include passive recreation, athletic facilities, and greenway and trail systems. We have a broad portfolio of completed parks and recreation projects that have included comprehensive services from master planning, program development, and public meetings through construction. Our parks and recreation design services include:

- Athletic and aquatic facilities
- Custom wayfinding design
- Facilities planning and implementation
- Site-specific master planning and design
- Public participation programs
- Environmental planning, design, and permitting
- Playground and adventure park design
- Greenway, bicycle, and pedestrian facility planning and design
- Roadway, utility, and drainage design
- Construction documentation, bid evaluation, and observation
- ADA accessibility and inclusive design



Kimley-Horn's Middle and East Tennessee Parks and Recreation Experience



▲ Parks and Recreation Design Experience

- | | | |
|---------------|------------------|----------------------|
| → Athens | → Goodlettsville | → Oak Ridge |
| → Brentwood | → Grundy County | → Pigeon Forge |
| → Clarksville | → Hartsville | → Portland |
| → Cleveland | → Hendersonville | → Red Bank |
| → Columbia | → Knox County | → Smyrna |
| → Cookeville | → Loudon | → Springfield |
| → Crossville | → Louisville | → Spring Hill |
| → Dickson | → Mt. Juliet | → Thompson's Station |
| → East Ridge | → Murfreesboro | → White Bluff |
| → Franklin | → Nashville | → Williamson County |
| → Gatlinburg | → Nolensville | |

★ Systemwide Master Plan Experience

- | | | |
|------------------|------------------|----------------------|
| → Arlington | → Grundy County | → Nashville |
| → Bartlett | → Hartsville | → Nolensville |
| → Clarksville | → Hendersonville | → Pigeon Forge |
| → Cleveland | → Knox County | → Scott County |
| → Cookeville | → Lakeland | → Smyrna |
| → Dayton | → Lebanon | → Soddy-Daisy |
| → Decherd | → Loudon | → Spring Hill |
| → Dickson | → Louisville | → Thompson's Station |
| → East Ridge | → McMinn County | → White Bluff |
| → Gatlinburg | → Mt. Juliet | → White House |
| → Goodlettsville | | |

Organization Chart

The individual members of our project team were selected using two criteria—their project experience and their availability to assume technical responsibilities within this contract’s timeframe. The team members selected are available immediately to serve you and are in an excellent position to complete the assignments requested under this contract as well as any additional services that may be required.

CITY of RED BANK

*Project Manager and
Lead Landscape Architect*

Cameron Cooper, PLA

*Quality Control/Quality
Assurance (QC/QA)*

Alisha Eley, PLA, ASLA, LEED AP

Landscape Architecture

Cameron Cooper, PLA

Ashley Akers, PLA

Civil Engineering

Mike Hodges, PE

Donna Shepherd, EIT, EC1*

Russell Green, EI*

Architecture

Jerri Price

Construction and CEI

Phil Dodge

Architect Subconsultant



SPOT Design Studio

SPOT Design Studio originated in Los Angeles CA and is now located in Chattanooga TN. Through SPOT Jerri designs with client-focused creative on-budget solutions as the goal, achieved through project-specific teams collaborating with built-environment professionals such as engineers, architects, interior designers, landscape designers, and contractors. Jerri brings extensive experience in architectural and interior design, programming, project management, and construction, with a collective approach grounded in communication, creativity, functionality, and strong design.

Team Leads in Bold

Scope Services

Subconsultant

* indicates Red Bank resident

Geographical Availability

In addition to our management approach, Kimley-Horn is geographically positioned to serve the City of Red Bank with exceptional responsiveness and local insight. Our Chattanooga office—located just minutes from Red Bank—is home to key team members including Cameron Cooper, PLA, AICP and Donna Shepherd, EIT, EC1. Donna is a resident of Red Bank and is personally invested in the success of Red Bank’s initiatives. Our local presence is backed by our team members in Nashville, just a short drive from the City. This proximity allows for seamless coordination, quick mobilization, and a deep-rooted commitment to the City’s goals. Our key personnel’s resumes are on pages 6-9.



LEGEND

★ Kimley-Horn Office

Resumes

Professional
Registrations and
Certifications

Master of City and
Regional Planning,
University of Memphis

Bachelor of
Science, Landscape
Architecture,
Mississippi State
University

Professional Landscape
Architect in TN, MS,
and AR

American Institute of
Certified Planners

Director, West TN
American Planning
Association

Cameron Cooper, PLA

Role: Project Manager; Principal Contact Person

Cameron is an urban planner and professional landscape architect with 12 years of experience focusing on community planning, public realm improvements, and urban form. He has been integrally involved in the planning and design of streetscapes, parks and open spaces, urban infill projects, conservation neighborhoods, and various planning efforts throughout the Mid-South. In addition to his focus on landscape architecture and planning, Cameron has also served as the project manager for a national civil engineering program for the last 4 years. Cameron leverages his multidisciplinary approach to project management and his extensive experience in the planning and design of similar projects to develop unique and functional designs with a focus on implementation and fostering an authentic sense of place tied to the community it serves. **Cameron recently relocated from Memphis to Chattanooga to join our experienced local team in the Chattanooga office, and lead the development of our landscape architecture practice in East Tennessee, bringing over a decade of experience in community planning, design, and placemaking across the South.**

Relevant Experience

- Renaissance Park, Memphis, TN
- McKee, Park Phase 1, Starkville, TN
- Middle Fork Bottoms Recreational Area, Madison County, TN
- Handy Park, Phase 1, Memphis, TN
- Beale Street Handy Park, Memphis, TN
- Bearwater Greenline Extension, Memphis, TN
- Open Space Master Plan, Clarksville, TN
- Community Transportation Planning Study, Brownsville, TN
- Lakeland PULSE Comprehensive Plan Update, Lakeland, TN
- Parks and Recreation Master Plan, Lakeland, TN
- Activating Memphis 3.0, Memphis, TN
- Main Street Master Plan, Memphis, TN
- Innovation Corridor, Memphis, TN
- Highland Streetscape Improvements, Memphis, TN
- Crockett Park Disc Golf, Memphis, TN
- North Memphis Greenline, Memphis, TN
- TPC Southwind, Memphis, TN
- Downtown Memphis Commission, Handy Park, Memphis, TN
- Main Street/Convention Center District Streetscape Master Plan, Memphis, TN
- Dog Park, Jackson, TN
- Sportsplex Master Planning, Grenada, MS
- Parks and Recreation Master Plan Update, Starkville, MS
- Bicycle and Pedestrian Master Plan, Starkville, MS





Professional Registrations and Certifications

Bachelor of
Science, Landscape
Architecture, Ball
State University

Professional Landscape
Architect in TN and KY

LEED Accredited
Professional

American Society of
Landscape Architects

Alisha Eley Anderson, PLA, ASLA, LEED AP

Role: QC/QA

Alisha leads a successful landscape architecture practice that predominantly focuses on community enhancement projects throughout Middle and East Tennessee. For nearly two decades she has partnered with the state, local municipalities, and also public/private partnership clients on a variety of project types, including community facility landscape and site amenity design, park and greenway planning and design, and multimodal transportation planning and streetscape design. She is hands on with community outreach and engagement initiatives for her projects and has built a reputation for drawing the community into the design development process to build acceptance and buy-in. She also uses her knowledge of grant funding to assist communities in leveraging dollars to implement their project goals.

Relevant Experience

- Red Bank Site Planning for Parks Land Water Conservation Fund (LWCF) Conversion, Red Bank, TN
- Parks and Recreation Master Plan, Red Bank, TN
- BlueCross BlueShield Healthy Places (BCBS) at the Chattanooga Airport, Chattanooga, TN
- Mill Ridge Park, Phase 2, Nashville, TN
- Old Hickory Community Center, Nashville, TN
- 440 Greenway, Phase 2, Nashville, TN
- Plan To Play Update: Countywide Parks and Greenways Master Plan Update, Nashville, TN
- Jim Sharp Park, Cleveland, TN
- Community Center Renovation and Expansion (LPRF Grant Implementation), East Ridge, TN
- Miracle on the Mountain, Grundy County, TN
- 5-Year Comprehensive Parks and Recreation Plan, East Ridge, TN
- Metropolitan Development and Housing Agency (MDHA), Explore! Community School, Nashville, TN
- MDHA, Cayce Community Services Campus Master Plan, Nashville, TN
- MDHA, Envision Napier Sudekum Master Plan, Nashville, TN
- White's Creek Greenway, Nashville, TN
- Hayes House Renovations Improvement Project, Franklin, TN
- Parks and Recreation Master Plan, Cleveland, TN
- 2nd Avenue North Streetscape Reconstruction, Nashville, TN
- Berry Hill 8th Avenue Connectivity Project, Nashville, TN
- Hazard Mitigation Grant Program (HMGP) Application Preparation, Clarksville, TN
- Drakes Creek Park and Rugby Park Local Parks and Recreation Fund (LPRF) Grant Implementation, Hendersonville, TN
- Rachel's Garden Inclusive Playground, Goodlettsville, TN
- Paddlecraft Launch at Riverwalk Park, Columbia, TN





Mike Hodges, PE

Role: Civil Engineering

Mike's civil engineering design experience includes site layouts, grading and drainage, hydrology, utilities design, and erosion control plans. His work has included site feasibility studies and regional planning, pipe system hydraulic modeling, watershed based stormwater modeling, water flow and pressure analysis, and on-site sewage management design. Mike has developed expertise in the areas of project permitting such as aquatic resource alterations, stormwater pollution prevention, and land disturbance projects. He also has on-site construction administration experience to help ensure that design plans are correctly implemented.

Professional Registrations and Certifications

Bachelors of Science,
Civil Engineering,
University of Tennessee
at Chattanooga

Professional Engineer
in TN

Relevant Experience

- Red Bank Middle School, Chattanooga, TN
- Mill Town Urban Revitalization Project, Chattanooga, TN
- One Hundred at South Broad, Chattanooga, TN
- River Gorge Ranch, Chattanooga, TN
- Mill Town, Chattanooga, TN
- One Hundred at South Broad, Chattanooga, TN*
- North Market Street Stream Relocation and Townhomes, Chattanooga, TN*
- Hillock Farms Residential, Chattanooga, TN
- Cleveland Corners Retail Center, Cleveland, TN*
- Mill Town Urban Revitalization Project, Chattanooga, TN*

*Mike worked on these projects at his previous firm (A.D. Engineering), which is now part of Kimley-Horn.



Donna Shepherd, EIT, EC1

Role: Civil Engineering

Donna is responsible for project management, specifications, easement acquisition, permitting, quality assurance reviews, construction administration, grant applications and paperwork, and design work. She has an excellent reputation for project management, which includes communication, coordination, and follow-through to complete tasks on a client's behalf, and acts as a liaison between clients, regulatory authorities, contractors, and other team members. Donna prepares rezoning and variance applications and often represents clients at public meetings. **As a resident of Red Bank for more than a decade, Donna has a vested interest in the continued improvements of the City, bringing both professional expertise and personal commitment to every project she undertakes.**

Professional Registrations and Certifications

BS, Civil Engineering,
Tennessee
Technological University

Engineer-in-Training
(EIT) in TN

Erosion Control Level 1
(EC1) in TN

Relevant Experience

- BlueCross BlueShield Healthy Place Playground at the Chattanooga Airport Chattanooga, TN
- Sculpture Fields at Montague Park, Chattanooga, TN*
- Highland Park Commons Soccer Field, Pavilion, and Community Park/Gardens, Chattanooga, TN*
- Frances B. Wyatt Recreation Center, Chattanooga, TN
- Signal Centers School Education Building and Playground, Chattanooga, TN
- Mill Town Mixed-Use Project and Greenway, Chattanooga, TN
- Riverton Farms and Riverton North S/Ds and Greenway, Chattanooga, TN
- Sculpture Fields at Montague Park, Chattanooga, TN
- City of Chattanooga Well Advantage Wellness Center, Chattanooga, TN*
- Signal Centers School Education Building and Two Accessible Playgrounds, Chattanooga, TN*

*Donna worked on these projects at her previous firm (A.D. Engineering), which is now part of Kimley-Horn.



Ashley Akers, PLA

Role: Landscape Architecture

Ashley is a landscape architect with experience working on parks master plans, public greenways, streetscape improvements, grant writing and administration, and parks projects. She has contributed to projects across Tennessee and collaborates with local communities to create meaningful and specialized designs for the public. Ashley is passionate about promoting designed landscapes that are inclusive and accessible environments for all users. She strives to implement native plant palettes in her designs to aid in building an environment that supports biodiversity, pollinator health, and ecological restoration.

Professional Registrations and Certifications

Bachelors of Science, Landscape Architecture, Kansas State University

Masters of Landscape Architecture, Kansas State University

Professional Landscape Architect in TN

Relevant Experience

- Parks and Recreation Needs Assessment and Master Plan, Red Bank, TN
- Land Water Conservation Fund (LWCF) Conversion Concepts, Red Bank, TN
- East Ridge Community Center, East Ridge, TN
- Garner Park Local Parks and Recreation Fund Improvements, Springfield, TN
- Buckner Park, Dickson, TN
- Rachel's Garden Inclusive Playground (LPRF), Goodlettsville, TN
- Cane Creek Park LPRF, Cookeville, TN
- Parks and Recreation Master Plan and Park Improvements, Loudon, TN
- Parks and Recreation Master Plan, Pigeon Forge, TN
- Parks and Recreation Plan to Play Update, Nashville, TN
- 5-Year Parks and Recreation Comprehensive Plan, East Ridge, TN



Jerri Price

Role: Architecture

Jerri Price is an architectural and interior designer with a career spanning New York City, Santa Barbara, Los Angeles, and Chattanooga. With design degrees from University of Georgia and Pratt Institute, and concentrated design-abroad programs completed in Italy and Denmark, she brings a multidisciplinary perspective to design teams. Her portfolio includes corporate and entertainment environments, hospitality, commercial and mixed-use development, adaptive-reuse, high-end residential, multifamily housing, historic design, and affordable housing. Jerri has been active in several leading design and architecture professional organizations including the American Institute of Architects (AIA), American Society of Interior Designers (ASID), and the International Interior Design Association (IIDA).

Professional Registrations and Certifications

Masters of Science, Interior Architecture Commercial Design, Pratt Institute

Bachelor of Fine Arts, Interior Design, University of Georgia

Relevant Experience

- Wayward Bakery and Dining Courtyard - Adaptive Reuse, Chattanooga TN
- Triad Electric Mixed-Use - New Construction, Chattanooga TN
- Lucey Quarter - 7 Acre 45,000 SF Mixed-Use Adaptive Reuse, Chattanooga TN
- Lucey S. Greenwood Townhouses - New Construction, Chattanooga TN
- Chattanooga Neighborhood Enterprise (CNE) 5-Plex Apartments – Landscape and Courtyard, Chattanooga TN
- CNE Post ONice Apartments – Adaptive Reuse and Community Garden, Chattanooga TN
- 6725 Sunset Boulevard - 5-Story Adaptive Reuse, Courtyard & Parking Garage, Los Angeles CA
- Sunset Blvd Video Production - Temporary Restroom Facilities, Los Angeles CA
- Los Angeles Community College District Relocation & Rooftop Garden, Los Angeles CA
- DreamWorks Campus 90,000 SF Restack with Community Spaces, Los Angeles CA



Relevant Projects

Red Bank Site Planning for Parks Land Water Conservation Fund Conversion



Red Bank, TN



Completed in 2026

Kimley-Horn assisted the City of Red Bank with regaining compliance with a National Park Service (NPS) LWCF Grant, by creating site concept plans for a future park property, conducting community engagement events and surveys to gather community input, and compiling into a comprehensive report. By creating a master plan for the future park property, the City will be able to regain compliance with the NPS LWCF requirements and regain eligibility for state and federal parks and recreation grants.



Relevant Projects

Red Bank Parks and Recreation Needs Assessment Master Plan

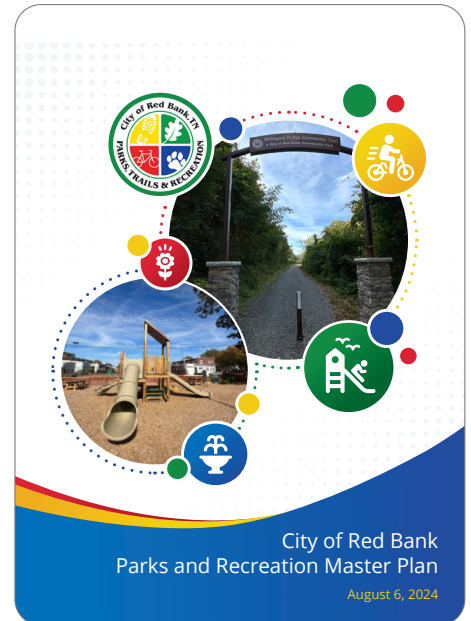
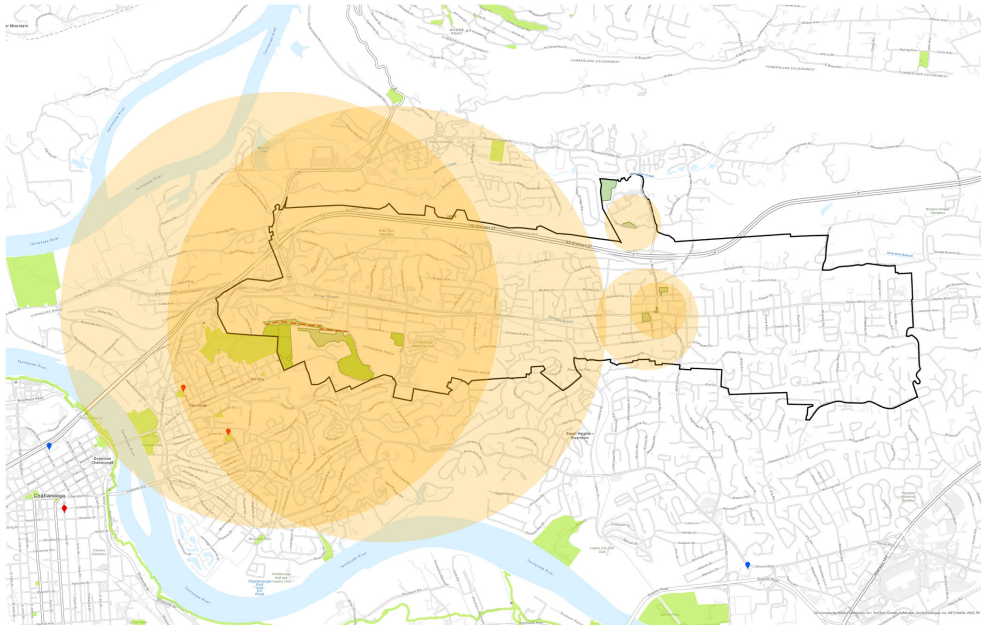


Red Bank, TN



Completed in 2024

Kimley-Horn developed a parks and recreation needs assessment and master plan that will be used as a roadmap for the next 10 years of developing parks, greenways, open spaces, and recreational programming within the City. The plan is intended to maintain the City's eligibility for Tennessee Department of Environment and Conservation (TDEC) LPRF funding to aid in the development of their parks and recreation projects. Kimley-Horn is gathering comprehensive data on the needs of the City and desires of the community through a variety of public outreach and surveys, census data analysis, and existing conditions and facility assessments. We will use this data to develop a clear action plan and detailed master plan report for the City. Kimley-Horn successfully delivered the City of Red Bank's Parks and Recreation Needs Assessment and Master Plan, providing a data-driven, community-informed roadmap to guide parks, greenways, open space, and recreation investments over the next ten years.



Jim Sharp Park Inclusive Playground (LPRF)

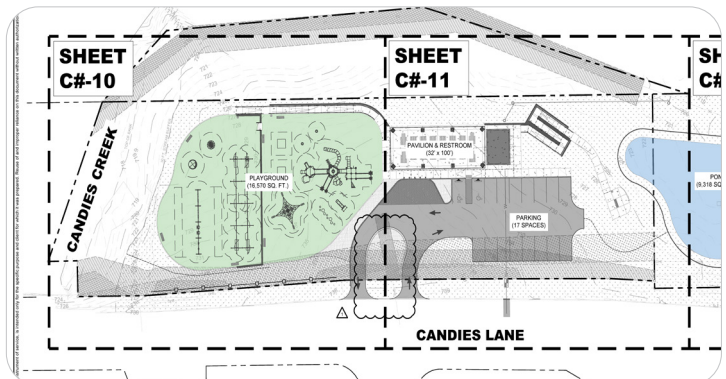


Cleveland, TN



Completed in 2025

After receiving a \$1 million TDEC LPRF grant, the City of Cleveland selected Kimley-Horn to design and oversee construction of a new park that will include an inclusive playground, fishing pond, pavilion with restrooms, and parking lot. Most of the park site is located within a floodplain, which will require a balanced cut/fill grading plan. The Kimley-Horn team conducted a conditions survey and provided a geotechnical report before selecting a playground vendor as well as a prefabricated pavilion and restroom structure. We prepared preliminary construction plans as well as a bid book and issued requests for information for contractors. Our team provided limited construction administration services. Construction was completed in early 2025.



Renasant Park Master Plan Phase 1 and 2 Construction, Phase 3 Design

 **Hernando, MS**

 **2022-Ongoing**

Kimley-Horn provided due diligence master planning, cost estimating, construction documentation, permitting, and construction administration services for the City of Hernando for the plan development of the Renasant Park Master Plan, bringing new life to previously shelved planning efforts for the city-owned property and former sanitary lagoon site. This master plan was developed in partnership with the City and key stakeholders within the community to intentionally address a diverse range of community needs. While a portion of the park contains more prescriptive sports-related elements, a large portion of the park is more community focused with trails, disc golf, an event lawn and pavilion, a splash pad, and a native meadow. Using the master plan as a tool to maintain a competitive position in the pursuit of funding, Kimley-Horn supported the City in its efforts toward implementation of the park. Phase 1 and Phase 2 of this park are under construction, one of which received \$1.7 million in grant funding from the Mississippi Outdoor Stewardship Trust Fund. Phase 3 of the park is a community splash pad and playground currently under design and positioned to receive funding through the Blue Cross Blue Shield Foundation for construction in 2026.



Renasant Park Phase 1 Groundbreaking



Buckner Park Phase 1 (LPRF)

*Dickson, TN**Completed in 2025*

Following the master plan process, Kimley-Horn assisted the City in applying for TDEC's LPRF grant to implement the first phase of the master plan. After being awarded the funding, the City requested Kimley-Horn provide full design and final construction documents for the first phase of implementation. Kimley-Horn worked on final design for this phase that included tennis, pickleball, and basketball courts, a playground, and a pavilion with restrooms. This phase includes ADAcompliant access to these new features as well as an overlook to view the lake on-site. Kimley-Horn provided bidding services as well as miscellaneous grant administration assistance. Construction was completed in 2025.



International Harvester Managerial (IH) Park Restroom Building

*Lakeland, TN**Completed in 2025*

Kimley-Horn provided civil engineering and electrical design services for the installation of a prefabricated restroom building at IH Park in Lakeland, TN. Working alongside the City and building upon previously developed site planning documents, the team prepared construction documents to support bidding and construction of the facility and associated site improvements.

Services included the design of a new pedestrian connection linking the restroom building to the existing Senior Center walkway, site layout and grading plans, foundation and slab design recommendations, and a new power feed to serve the facility. Kimley-Horn also developed supporting construction details and coordinated with City staff throughout design development to incorporate feedback and deliver final construction documents for the park improvement project.



Henslee Park Splashpad and Playground

 *Dickson, TN*

 *2019–2023*

Kimley-Horn designed a multigenerational, all-inclusive playground and splashpad at the City of Dickson's Henslee Park, a former golf course. The \$3.2 million park addition includes a 25,000-square-foot playground with 26 separate features and a 4,000-square-foot splash pad with 20 features. Henslee Park is a destination designed for all abilities and includes an accessible restroom and mechanical building that provides a one-of-a-kind upper-level covered picnic and park viewing space. The park can hold 1,200 children with amenities including shaded seating, a pavilion, musical features, and playground equipment not found anywhere else in the US. The park is designed for people to spend several hours or the entire day bringing a new tourism generator to the City.



BCBS Healthy Place Playground at the Chattanooga Airport



Chattanooga, TN



2025–Ongoing

Kimley-Horn is providing site civil engineering, landscape architecture, and electrical engineering services for the new BCBS Healthy Place playground at Chattanooga Metropolitan Airport over a 4.25-acre area adjacent to Lovell Field Loop. The aviation-themed playground will feature an 8,000-square-foot play area, two picnic zones sheltered by multisail covers, and a 40-stall parking area with an additional 20 spaces for future use. A concrete walkway will surround a 52,000 square-foot turf play area. Other amenities include a concrete pad for future plane placement and ADA-compliant sidewalks. Kimley-Horn also will provide utility coordination and lighting design for the playground.

Demo and Stabilization of Former Red Bank Middle School



Red Bank, TN



Completed in 2013

Prior to joining forces with Kimley-Horn in 2024, A.D. Engineering provided civil engineering design and permitting services for the demolition of the former Red Bank Middle School, including development of the demolition and site stabilization plan that prepared the property for future greenspace use and long-term maintenance.

Through this effort, our team developed a detailed understanding of the site's existing conditions, remaining utility infrastructure, drainage characteristics, access considerations, and overall development constraints. This firsthand knowledge provides continuity between the site's initial redevelopment efforts and the proposed Phase One activation project, allowing our team to begin design with a strong foundation rather than spending valuable time becoming familiar with the property.

As a result, we are uniquely positioned to advance the project efficiently, anticipate potential challenges early, and make informed recommendations that support both project goals and schedule expectations. This familiarity reduces project risk, streamlines coordination and decision-making, and helps position the City for successful delivery of the Phase One activation improvements within the desired timeframe.

McKee Park

 Starkville, MS

 2022-2025

Kimley-Horn was engaged by the City of Starkville to prepare an update of the City's Comprehensive Parks and Recreation Master Plan. The update included new master plan designs and construction cost estimates for six parks featured in the 2016 plan, including McKee Park. As part of the master planning effort, Kimley-Horn assessed the existing conditions of each park's facilities and made design recommendations that would add the necessary recreational amenities to create parks with a regional draw capability and that would drastically improve the quality of life for Starkville residents. Kimley-Horn was selected by the City to provide construction document services for Phase 1 improvements of McKee Park based on the Plan's recommendations. Our scope of services included a focus on a new splash pad and nature play components, construction documents, assistance with the bidding process, and construction administration services. The innovative approach to the redesign of McKee Park focused on transforming the space from an aging sports-centric facility into an iconic destination focused on inclusive play and community gathering. The innovative approach to McKee Park's redesign reimagined an aging, sports-centric facility as an iconic destination for inclusive play and community gathering.



Bearwater Greenline



Memphis, TN



2015-2021

Formerly known as the North Memphis Greenline, the Bearwater Greenline was completed in 2024 and is a repurposing of an abandoned rail line that runs through an area north of downtown Memphis that has long been home to an underserved and predominantly Black population. This project included remediation of former railroad right-of-way (ROW), community engagement to program the site, and creation of park and trail areas with signage along the way to tell the history of the place. Materials and scale of the spaces are used to balance the residential and old industrial land uses that the linear park bisects. The site presented a number of challenges. Passionate residents of the Bearwater neighborhood were given multiple opportunities to voice their opinion of what should and should not be included in the project. Soil remediation was required for the entirety of the event lawn and northern trailhead, so our team worked with local environmental specialist to come up with a plan for how to “cap” the contaminated soils. The project is also located immediately adjacent to a couple of the detention basins that are carefully controlled by the City and part of a large system of stormwater management facilities that mitigate flooding from the Mississippi River. One such basin had to be spanned with a 114-foot pedestrian bridge because an adjacent property owner would not negotiate with the Community Redevelopment Agency (CRA) for an at-grade connection. Given the extensive history of the Bearwater area, our client enlisted the help of Willie Bearden—a local historian, author, and narrator—to research and consolidate some of the notable events and people that shaped the neighborhood. With Mr. Bearden’s help, we composed four interpretive signs that tell the story of Bearwater as visitors travel from south to north on the greenway. The first of the signs appears at the southern trailhead, the second on the new pedestrian bridge, the third in the plaza adjacent to Waterworks Avenue, and the fourth at the northern trailhead at Washington Park.



Section 2: General Specifications On How Services Are Performed

A. Project Understanding

We understand the City's primary objective is to activate this future park site in the near term with an ADA-accessible restroom facility and associated utility extensions, ADA parking, and a temporary stage area, while laying the groundwork to accommodate for future phases of the park, which are outlined in our LWCF conversion concept. The December 12, 2026 Christmas Parade and Festival is a defining milestone for the project and will guide our approach to schedule, phasing, and risk management from day one. Our approach to the Phase One activation of the new park is grounded in three priorities:

1. Deliver a functional and welcoming public space by the City's December 12, 2026 milestones.
2. Design durable, accessible, and constructible improvements that add value and support immediate community use.
3. Establish a flexible and informed foundation for the implementation of future phases of the park.

Our team will begin by confirming the City's priorities for Phase One activation, including the minimum improvements required for successful public use and event readiness. This will include evaluating the existing concept plan, reviewing available site information and as-built drawings, identifying constraints, and confirming the intended function of each Phase One element at various milestones. We will work with City staff to define what must be operational for the December event, what improvements should be designed for permanent use, and what elements may need to be structured to support future phases.

This early alignment will allow the project team to distinguish between event-critical improvements, long-term infrastructure investments, and future-phase opportunities. By organizing the project around those categories, we can help the City quickly evaluate alternative schedules, make timely decisions, manage budget priorities, and avoid design choices that could limit future development.

B. Project Management and Team Coordination

Successful delivery will require proactive coordination, communication, and schedule management. **Cameron Cooper, PLA**, will serve as the City's single point of contact and lead coordination among all design disciplines, including landscape architecture, civil engineering and utility design, architecture/manufacturer coordination, permitting, cost estimating, and construction support.

At kick off, we will confirm your project goals, preferred communication protocols, decision-making processes, and key milestones, then develop a work plan identifying major tasks, deliverables, and critical-path activities. A regular cadence of progress meetings will keep the City informed and the project on track.

With a fixed event deadline like the Christmas Parade and Festival, schedule management will remain a priority throughout the project.

We will proactively identify risks —including permitting, utility capacity and coordination, restroom facility delivery, long-lead materials, weather, and contractor availability. Where appropriate, we will recommend strategies such as early coordination packages, focused review meetings, bid alternates/deduct alternates, or the prioritization of event-critical improvements and strategies to optimize the project's impact for the December 2026 milestone.

Use of Subconsultants:

Early initiation of subconsultants will be critical in advancing the project on schedule. Kimley-Horn will subcontract surveying and geotechnical services on an 'as-needed' basis as part of this project. We will leverage our existing relationships and reputation in the local market to partner with qualified land surveyors and geotechnical engineers based on capacity, speed to deliverable, and the City's priorities, giving the City options based on pricing and availability.

Architectural services will be provided by SPOT Design Studio and lead by experienced, local architect Jerri Price. Jerri will leverage knowledge from previous restroom facility designs to support risk assessment, intentional schedule building, and open communication towards a quality final product. SPOT Design Studio will coordinate with subconsultants to deliver mechanical, electrical, plumbing, and structural elements related to the restroom facility on an 'as needed' basis once the schedule and scope of the restroom facility is defined.

Quality Control, Cost Control, and Risk Management

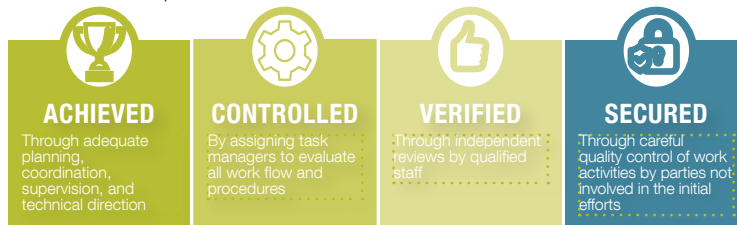
Quality, cost, and schedule will be managed together throughout the project. Our iterative quality control process, lead by our designated QC/QA lead **Alisha Eley Anderson, PLA, ASLA LEED AP**, will include internal discipline reviews, coordination checks, accessibility review, constructability review, and cost alignment at key milestones. Alisha's past experience with the City park projects and most recently leading the LWCF Conversion project that identified the layout and concept for this site is critical for the success and speed of delivery. This process is intended to improve design deliverables, bid clarity and capitalize on our team's implementation experience to minimize risks as the project transitions from design to construction.

Cost control will begin during design refinement. As the scope becomes more defined, we will help the City understand how design decisions affect construction cost, schedule, long-term maintenance, and future phases of the park. If needed, we will identify early bid packages, add-/deduct-alternates, or alternative schedules that allow the City to maintain progress toward the December 2026 activation goal without compromising the long-term value of the Phase One improvements.

Risk management will focus on early identification and proactive resolution. Key risks may include utility conflicts, permitting delays, limited construction windows, weather, restroom design/procurement or construction duration, and unknown site conditions. By identifying these issues early and tracking them throughout the project, we can support timely decision-making and reduce the likelihood of surprises during construction.

Kimley-Horn will apply a robust QA/QC process throughout the project timeline to help ensure effective risk mitigation through processes designed to help ensure the highest quality deliverables. For the Phase One activation, the Kimley-Horn team will implement the following specific QC/QA practices:

- Quality at inception
- QC using best available tools
- Quality at every stage of design
- Transparency and documentation
- Interdisciplinary review
- Extra horsepower



C. Design Services

The design phase will focus on advancing the elements of the existing concept plan into implementation ready construction documents. We will begin by reviewing the concept plan, as-built drawings from the demolition of the former middle school, and available site information to understand existing conditions, confirm assumptions, and identify potential conflicts. This review will include site access, circulation, topography, drainage patterns, utility availability, potential service connections, event operations (short- and long-term), and future expansion considerations.

Design refinement will be conducted in collaboration with the City to quickly develop a 50% design development package and incorporate survey data collected during the project. These plans will address the physical organization of the Phase One improvements in more detail, including the relationship between parking, restroom access, pedestrian movement, utility infrastructure, open space, and the temporary stage area. The goal will be to create a first phase that feels intentional and usable while still preserving flexibility for later park development. Key design considerations will include:

- **Site layout and circulation:** Establishing safe and intuitive pedestrian, vehicular, service, and event circulation patterns.
- **Grading and drainage:** Developing practical grading solutions that

support accessible routes, positive drainage, constructability, and future site improvements.

- **Utility integration:** Coordinating utility needs for restroom facilities, lighting, power, water, sanitary sewer, and event support.
- **ADA accessibility:** Ensuring accessible parking, routes, restroom access, and event-area connections comply with applicable standards.
- **Restroom facility design:** Developing a restroom solution that is functional, durable, code-compliant, and appropriate for public park use. Evaluating creative solutions to accommodate the accelerated schedule and needs of the Christmas Parade and Festival while progressing the overall project schedule.
- **Temporary stage/event support:** Coordinating location, access, power needs, circulation, and operational requirements for City-hosted events.
- **Maintenance and durability:** Selecting practical materials and layout solutions that support long-term City maintenance.
- **Future phase compatibility:** Locating and sizing infrastructure and improvements to maximize the value of municipal investment and accommodate future phases where feasible.
- **Opinion of Probable Construction Costs (OPCC):** Evaluating projected costs to inform decision-making, maintain budget awareness, and manage appropriate design contingencies at each stage of the project.

Throughout design, we will work with the City to confirm priorities and make informed decisions. If budget or schedule constraints require tradeoffs, our team will clearly identify options and recommendations so the City can determine the best path forward.

Accessibility and public safety are an essential part of every project we design. Our approach integrates ADA compliance into the design process rather than treating accessibility as a final checklist item.

We will evaluate accessible parking locations, accessible routes, grades, restroom access, pedestrian connections, and transitions between paved and unpaved areas. Particular attention will be given to event-day conditions, including movement between parking, restrooms, and the temporary stage area. The result will be a Phase One activation that is usable, inclusive, and safe for the public while remaining practical to the project scope/budget and acknowledging future phases.

Utility Infrastructure

Utility infrastructure is a critical component of Phase One and a likely driver of both schedule and cost. Our approach will begin with early confirmation of existing utility information and coordination with the appropriate providers. We will identify utility requirements for the restroom facility, site lighting or electrical service, potential event power needs, water service, sanitary sewer service, and storm drainage improvements.

Proactive Planning Spotlight

Based on preliminary conversations with WWTa, Kimley-Horn understands that this site is within the City of Red Bank Sewer Moratorium. Kimley-Horn has been informed by WWTa representatives that based on recent system improvements, capacity for the connection of a public bathroom can be approved for the site.

Where possible and as the budget allows, we will recommend utility alignments and infrastructure investments that support both Phase One and future park phases. This may include more intentional locating and sizing of service lines, stub-outs, drainage infrastructure, or other systems. Our team will work with the City to evaluate how best to stretch municipal dollars in a manner that maximizes early infrastructural investments and minimizes potential rework.

Early utility coordination will be treated as a critical-path task. By advancing this work at the beginning of the project, we can reduce uncertainty during construction document preparation, permitting, bidding, and construction.

D. CDs Preparation

Once the Phase One design direction is confirmed through City review of the 50% design development plans, our team will prepare complete, coordinated, bid-ready construction documents. These documents will provide the plans, specifications, details, and technical information needed to support public bidding, permitting, construction, and inspection.

The construction document package is anticipated to include, as applicable:

- General Notes
- Existing conditions and demolition plans
- Site layout plans
- Detailed grading and drainage plans
- Utility plans
- ADA parking and accessible route plans/details
- Restroom facility plans and details
- Temporary stage/event-support area plans and details
- Erosion control and stormwater-related documentation
- Construction details
- Technical specifications
- Phasing notes or bid alternates, as needed

Our team will refine the OPCC and conduct internal QC/QA reviews at this stage in the project to confirm that the documents are clear, within budget, consistent, and constructible. These reviews will focus on discipline coordination, accessibility, permitting requirements, bid clarity, cost alignment, and successful project delivery.

The goal will be to provide the City with an 'issued for construction' package that minimizes ambiguity for bidders, clearly defines timeline expectations, supports competitive pricing, and reduces the likelihood of avoidable field conflicts during construction.

Permitting and Bidding Support

A successful bid preparation and project award can save time and money prior to breaking ground on the construction of the project. Our team's understanding the City's bid process, timelines, and procedures for procurement of public projects sets our team up to successfully lead this process for you. Accelerated City reviews may be necessary in order to deliver this project prior to December 12, 2026. Through the bid process, our goal is to create a transparent process to allow for the City to select the most informed, qualified contractor capable of delivering the project at hand.

Our team will coordinate with the City to confirm that plans/special provisions match preferred procurement procedures. Kimley-Horn will hold required pre-bid and bid opening meetings, prepare a proposal contract (e.g., final plans and project manual), and issue addenda in accordance with City of Red Bank standards. Technical specifications will be based upon TDOT and City standards, where applicable. The proposal contract will contain standard City contract proposal document language, request for proposals, contract documents, bid forms, specifications, required special provisions, and a plan set. Kimley-Horn also will prepare a bid advertisement that meets City standards.

Our team will actively communicate risks and recommend mitigation strategies as soon as they are identified.

E. CEI

During construction, our team will provide CEI services to help the City confirm that the project is built in accordance with the approved plans and specifications. Our role will include construction-phase coordination, site observation, progress monitoring, review of contractor questions and submittals, field issue resolution, and participation in progress meetings and inspections.

We will begin the construction phase with a pre-construction meeting to confirm roles, communication protocols, submittal procedures, construction schedule, inspection expectations, and event-readiness priorities. During construction, we will monitor progress against the schedule and help identify issues that could affect quality, cost, or completion.

CEI services will focus on practical, timely support to the City. When field conditions require decisions, we will provide clear recommendations that consider design intent, constructability, schedule, cost, and long-term performance. As construction nears completion, we will assist with punch list review, final inspection, and project closeout coordination.

Schedule

The schedule below outlines our understanding of the work to be performed and the associated time for each step in the process. Our team is in an excellent position to handle the workload required to complete design services for the Red Bank Dayton Boulevard Public Park. You can rest assured that any existing contractual commitments of similar scope and priority will not have a negative impact on our ability to serve you on this contract.

Week	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
Month	AUG 15	AUG 22	AUG 29	SEP 5	SEP 12	SEP 19	SEP 26	OCT 3	OCT 10	OCT 17	OCT 24	OCT 31	NOV 7	NOV 14	NOV 21	NOV 28	DEC 5	DEC 12	DEC 19
PROJECT MANAGEMENT	Project Kickoff	★																	
	Establish Critical Path																		
	Survey																		
DESIGN SERVICES	Existing Conditions																		
	Design Services			☑				☑											
BID AND CONSTRUCTION	Project Bid																		
	Negotiation and Award																		
	Construction and CEI																		

Key

- ★ Project Start and End
- ☑ Scheduled City Review
- /// Christmas Parade

DEC 12 CHRISTMAS PARADE AND FESTIVAL

The Kimley-Horn team will review this schedule with the City of Red Bank to discuss any elevated risk exposure associated with an accelerated schedule, assumption made on utilizing city procurement alternatives, and the intensity of city review assumptions incorporated into this accelerated schedule. There are many ways to make an impact through this project prior to the Christmas Parade and Festival milestone, each with its own set of opportunities and challenges. Final schedule will be determined in partnership with City staff.

Assumptions in this schedule include:

- Advanced delivery of critical survey information for design prior to survey delivery date.
- Utilization of possible city managed, contractor on-call program to allow site & utility to work to begin without having to bid.
- Accelerated engineering design and City review timelines.
- Accelerated architecture design and City review timelines. Possible reduction in restroom features to ensure accelerated delivery date.
- Accelerated bid and selection/contract process.
- Accelerated construction schedule. Potential to drive up cost and limit contractor pool.

Section 3: List of References Used for Accuracy in the Work

Our clients know that with Kimley-Horn, they experience better. They consistently tell us we deliver remarkable results and select us time and time again. We take great pride in the work we have performed for our clients throughout Tennessee. To demonstrate how clients view our team members and value our services, we have included four client references from organizations for whom we have provided similar services.



TRUST FOR PUBLIC LAND (TPL)

Noel Durant

*Associate Vice President, Tennessee
State Director*

📞 423 265 5229

✉️ noel.durant@tpl.org



IMPACT PARKS

Andy Carr, PLA

Senior Landscape Architect

📞 423 756 2626

✉️ andy.carr@gametime.com



CITY OF CHATTANOOGA

David Johnson

Department of Parks and Outdoors

📞 423 643 7862

✉️ drjohnson@chattanooga.gov



Section 4: Statement from the Respondent that Liability Insurance in Amounts Acceptable to Red Bank and Workers' Comp Insurance in the Required Amounts per the State of Tennessee, is required, with the City of Red Bank to be Listed as Additional Insured

Kimley-Horn maintains comprehensive professional liability, general liability, and workers' compensation insurance coverage that meets or exceeds industry standards and project requirements. A sample of our Certificate of Insurance (COI) is included on the following page.

If selected for this contract, Kimley-Horn will be able to provide a COI with the City of Red Bank listed as additional insured.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/22/2026

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 Edgewood Partners Ins Center 3780 Mansell Rd. Suite 370 Alpharetta GA 30022		CONTACT NAME: Jerry Noyola PHONE (A/C, No. Ext): 770.552.4225 FAX (A/C, No.): E-MAIL ADDRESS: greylingcerts@greyling.com															
INSURED Kimley-Horn and Associates, Inc. 421 Fayetteville Street, Suite 600 Raleigh, NC 27601		INSURER(S) AFFORDING COVERAGE <table border="1"> <tr> <th>INSURER</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A: National Union Fire Ins Co of Pittsburg</td> <td>19445</td> </tr> <tr> <td>INSURER B: New Hampshire Insurance Company</td> <td>23841</td> </tr> <tr> <td>INSURER C: Lloyd's of London</td> <td>85202</td> </tr> <tr> <td>INSURER D: Columbia Casualty Company</td> <td>31127</td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>		INSURER	NAIC #	INSURER A: National Union Fire Ins Co of Pittsburg	19445	INSURER B: New Hampshire Insurance Company	23841	INSURER C: Lloyd's of London	85202	INSURER D: Columbia Casualty Company	31127	INSURER E:		INSURER F:	
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INSURER C: Lloyd's of London	85202																
INSURER D: Columbia Casualty Company	31127																
INSURER E:																	
INSURER F:																	

COVERAGES

CERTIFICATE NUMBER: 1021479334

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	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ Contractual Liab GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☒ LOC OTHER:			GL5268169	4/1/2026	4/1/2027	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 25,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 \$
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY			CA4489663 (AOS) CA2970071 (MA)	4/1/2026 4/1/2026	4/1/2027 4/1/2027	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
D	☒ UMBRELLA LIAB ☒ OCCUR ☒ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 10,000			8038116944	4/1/2026	4/1/2027	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
B	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	N / A	WC067961230 (AOS) WC013711885 (CA)	4/1/2026 4/1/2026	4/1/2027 4/1/2027	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 2,000,000 E.L. DISEASE - EA EMPLOYEE \$ 2,000,000 E.L. DISEASE - POLICY LIMIT \$ 2,000,000
C	Professional Liability			RLUSP26000552026	4/1/2026	4/1/2027	Per Claim Aggregate \$2,000,000 \$2,000,000

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

CERTIFICATE HOLDER

CANCELLATION

Sample Certificate

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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ACORD 25 (2016/03)

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THIS CERTIFICATE SUPERSEDES PREVIOUSLY ISSUED CERTIFICATE

Anti-Collusion Statement
Include in Qualifications Packet along with Attachment A & B

Contractor Name: Kimley-Horn and Associates, Inc.
Address: 537 Market St. Suite 202
Chattanooga, TN 37402
Phone: 423 266 3501
E-Mail: cameron.cooper@kimley-horn.com

Date: July 31, 2026

Greetings:

(I/We) do hereby declare that (I am/we are) the only person, firm or corporation interested in this Qualifications, and that no other person, firm or corporation than the one herein named has any interest herein or in the contract proposed to be taken; that it is made without any connection with any person, firm or corporation making Qualifications for the same work, and that it is in all respects fair as to each item Qualifications and as to the Qualifications as a whole and without collusion or fraud: also that no officer or employee of the City of Red Bank, who is by law excluded from participating therein, is directly or indirectly interested herein, or in the furnishing of the supplies, or doing the work to which it relates, or in furnishing surety, or in any portion of the profits thereof;

With the understanding that any contract resulting from the Qualifications taken herein shall be governed, construed and enforced according to the laws of the State of Tennessee. All actions whether sounding in contract or in tort, relating to the validity, construction, interpretation, and enforcement of this contract shall be instituted and litigated in the courts of the State of Tennessee located in Hamilton County, Tennessee, and in no other. In accordance herewith the parties to this Qualifications submit to the jurisdiction of the courts of the State of Tennessee, located in Hamilton County, Tennessee;

And do further declare that (I/We) have carefully examined the annexed specifications, and hereby propose to furnish the following items, and/or do the following work for the sum hereinafter set forth, VIZ:

Signed: 
Printed: Jenna Boyd, PE
Title: Associate

ATTACHMENT A

IRAN DIVESTMENT ACT CERTIFICATION

RFQ REFERENCE NUMBER: 26-0601

CONTRACTOR/CONTRACTOR

NAME: Kimley-Horn and Associates, Inc.

The Iran Divestment Act, Tenn. Code Ann. § 12-12-101 et. seq. requires a person that attempts to contract within the state, including a contract renewal or assumption, to certify at the time the Qualifications 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/content/dam/tn/generalservices/documents/cpo/library/cpo-library/public-information-library/List_of_persons_pursuant_to_Tenn_Code_Ann_12-12-106_Iran_Divestment_Act_updated_with_NY06-07-23.pdf

The 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.

Jenna Boyd, PE | Associate

PRINTED NAME, TITLE OF AUTHORIZED SIGNATORY

 **DATE:** July 31, 2026
Signature

ATTACHMENT B

Non-Boycott of Israel Certification

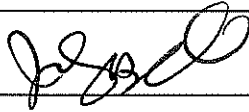
RFQ REFERENCE NUMBER: 26-0601

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.

Name of Contractor:

Kimley-Horn and Associates, Inc.

Signature: _



Printed Name: _

Jenna Boyd, PE

Title: _ **Associate**

Date: _

July 31, 2026



Kimley»»Horn

Expect More. Experience Better.

DONATION AGREEMENT

THIS DONATION AGREEMENT ("Agreement") is made this ____ day of _____, 2026, by and among ULTRA SITE, a PlayCore Company ("Donor"), Hamilton County Parks and Recreation ("County"), and the CITY OF RED BANK, TENNESSEE ("Donee").

WHEREAS, Ultra Site, a PlayCore Company, has offered to donate one (1) Pup Clubhouse canine agility/play feature (the "Equipment") for installation at the White Oak Park Dog Park located in Red Bank, Tennessee; and

WHEREAS, Hamilton County Parks and Recreation has facilitated and coordinated the donation for the benefit of the City of Red Bank and its residents; and

WHEREAS, the Equipment has an estimated value of Three Thousand Dollars and No/100 Dollars (\$3,000.00); and

WHEREAS, the Red Bank Parks and Recreation Department has reviewed the proposed donation and finds it appropriate for use within White Oak Park Dog Park; and

WHEREAS, the City Commission of the City of Red Bank desires to accept the donation subject to the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the mutual promises contained herein, the parties agree as follows:

1. Donation

Donor hereby donates to the City of Red Bank one (1) Pup Clubhouse canine agility/play feature with an estimated value of Three Thousand Dollars (\$3,000.00).

2. Acceptance

The City of Red Bank gratefully accepts the Equipment for public recreational purposes and agrees that upon acceptance and installation, the Equipment shall become the property of the City of Red Bank.

3. Installation

The Equipment shall be installed at the White Oak Park Dog Park. Installation may be coordinated by the City of Red Bank, Hamilton County Parks and Recreation, or another qualified installer as mutually agreed by the parties.

4. Ownership and Maintenance

Upon installation and acceptance, the Equipment shall become the sole property of the City of Red Bank. The City shall have sole discretion regarding the placement, operation, relocation, removal, or disposition of the Equipment.

5. No Warranty

The Equipment is donated "as is." Except as may otherwise be provided by manufacturer's warranty, Donor makes no representations or warranties regarding the Equipment.

6. No Compensation

The parties acknowledge that the donation is charitable in nature and that no compensation is being provided by the City of Red Bank in exchange for the Equipment.

7. Approval

This Agreement is contingent upon approval by the City Commission of the City of Red Bank and review by the City Attorney.

8. Entire Agreement

This Agreement contains the entire understanding of the parties regarding the donation and may only be modified through a written amendment executed by all parties.

9. Governing Law

This Agreement shall be governed by and construed under the laws of the State of Tennessee.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the dates shown below.

DONOR

ULTRA SITE, A PLAYCORE COMPANY

By: _____

Name: _____

Title: _____

Date: _____

FACILITATING AGENCY

HAMILTON COUNTY PARKS AND RECREATION

By: _____

Name: _____

Title: _____

Date: _____

DONEE

CITY OF RED BANK, TENNESSEE

By: _____

Name: _____

Title: _____

Date: _____

**THE RED BANK AND SODDY-DAISY
CHARITABLE FOUNDATION, INC.
1200 MARKET STREET
CHATTANOOGA, TENNESSEE 37402**

Patricia S. Baker
Hardie H. Stulce
John M. Roberts

Rebecca F. Browder
Charles Ingle

March 17, 2026

City of Red Bank
3105 Dayton Boulevard
Red Bank, Tennessee 37415

VIA HAND DELIVERY

Re: Community Support Grant for 2026

Greetings:

The Red Bank and Soddy-Daisy Charitable Foundation, Inc., has determined to assist the City in supporting Phase 1 of the recently adopted Parks Master Plan regarding the City's Dog Park facility, specifically: installation of benches and shade structures for visitor comfort and the addition of dog agility features to enhance the park's recreational offerings for pets; which is intended to benefit the community as a whole and directly align with short-term parks and recreation master plan goals.

Accordingly, a grant of \$23,500.00, effective this date, is awarded to the City of Red Bank for the sole and exclusive purpose of upgrading the above-described park amenities for White Oak Park Dog Park.

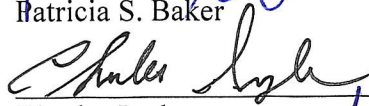
The Foundation's Board believes that projects that it supports should broadly benefit the citizens and residents and not necessarily target any limited group or population segment.

For funds not currently expended by the City for the referenced project purpose, it is required as a condition of accepting the Grant that the City agree to keep the funds segregated in a separate interest bearing account established solely for the stated purposes and to affirm to the Foundation, not less frequently than annually, that the funds continue to be so held or are being expended or have been expended for the stated purpose and for no other.

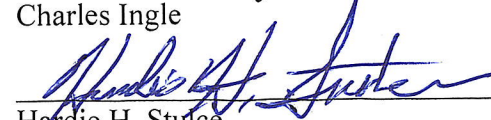
The Foundation will accept the Resolution of the City Commission at its next regularly scheduled meeting (in any event prior to June 30, 2026) as an indication of the City's agreement to abide by the conditions of this Grant. The Foundation will require periodic reports as the funds are expended.



Patricia S. Baker



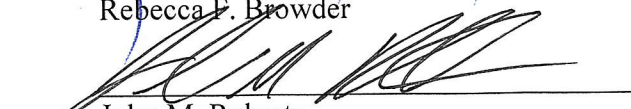
Charles Ingle



Hardie H. Stulce



Rebecca F. Browder



John M. Roberts

Cc: Ladell McCullough
Henderson Hutcherson & McCullough

MEMORANDUM OF UNDERSTANDING
Between the City of Red Bank and Laura Knox
Trinket Trading Box at Red Bank City Park 3817 Redding Road

This Memorandum of Understanding ("MOU") is entered into by and between the City of Red Bank, Tennessee ("City"), and Laura Knox ("Participant").

1. Purpose

The purpose of this MOU is to authorize the permissive installation and maintenance of a small trinket trading box known as "The Knothole" within Red Bank City Park for public enjoyment. The box will serve as a community feature where visitors may exchange small non-commercial trinkets, miniature art pieces, and similar items.

2. Location

The City authorizes the placement of one trinket trading box no larger than 2 x 2 foot at a location within Red Bank City Park approved, by the absolute discretion of the City Manager or designee. The Participant shall not relocate the box without prior written approval from the City.

3. Participant Responsibilities

The Participant agrees to:

- Install the trinket trading box at their sole cost and expense.
- Maintain the box in a clean, safe, and attractive condition.
- Regularly inspect and monitor the contents of the box.
- Remove litter, damaged items, inappropriate materials, or items deemed hazardous.
- Promptly repair, replace, or remove the box if it becomes damaged.
- Ensure the installation does not damage City property, vegetation, utilities, or park infrastructure.
- Comply with all applicable federal, state, and local laws and regulations.

4. City Responsibilities

The City's responsibilities shall be limited to allowing the box to remain on City property subject to the terms of this MOU. The City shall have no obligation to inspect, maintain, repair, replace, monitor, or secure the box or its contents.

The City may if they choose inspect the box or its contents and if they deem anything a hazard or nuisance they may at their discretion remove said box or its contents.

5. Liability and Indemnification

The Participant understands and agrees that the City assumes no responsibility for the box, its contents, or any loss, theft, damage, injury, or claim arising from its installation, use, or maintenance.

To the fullest extent permitted by law, the Participant agrees to indemnify, defend, and hold harmless the City of Red Bank, its officers, employees, and agents from any claims, damages, losses, liabilities, or expenses arising out of or relating to the Participant's installation, operation, maintenance, or removal of the trinket trading box.

6. Ownership

The trinket trading box shall remain the personal property of the Participant. No ownership interest shall transfer to the City.

7. Removal

The City reserves the right to remove or require the removal of the trinket trading box at any time, from time to time, and or for any reason or no reason with or without notice.

Upon written notice from the City, the Participant shall remove the box within thirty (30) days, unless a shorter period is required due to an immediate concern. If the Participant fails to remove the box, the City may remove and dispose of it without compensation.

8. Term

This MOU shall become effective upon execution by both parties and shall continue until terminated by either party with or without notice.

Signatures

City of Red Bank, Tennessee

By: _____

City Manager

Date: _____

By: **Laura Knox**

Title: _____

Date: _____

The Knothole

- Mini Art
- Trinkets
- Miniatures
- Small Crafts
- Tiny Treasures

Take One/Leave One

Kindness, Love♥,
Sharing, Thoughtfulness

Creativity is the



**GIVE A
TRINKET,
TAKE A
TRINKET.**



@PHILLYTRINKETTROVE



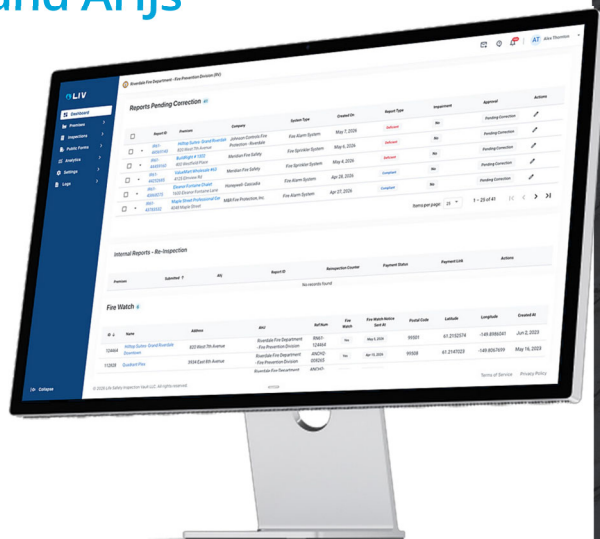
Fire prevention, inspection, and compliance software, purpose-built for fire departments and AHJs

Manage fire department and third-party contractor inspections on one platform.

At no cost to the AHJ.

Your prevention team has enough on its plate.

LIV brings your department's inspections, your contractors, and property owners onto one platform — so your compliance program runs in one place.



Two types of inspections, one platform

Third-Party Inspections

Contractor reporting, streamlined — and reviewed. Collect, validate, and track ITM reports with AI-powered intake, deficiency tracking, and secure two-way communication, giving your team, contractors, and owners shared visibility into jurisdictional compliance. Compliance Review Services are built in: LIV's experienced fire prevention professionals review 100% of contractor reports, follow up on deficiencies and past-due reports, and drive resolution — at no cost to the AHJ.

Fire Department Inspections

A dedicated tool for your own inspectors. Conduct, document, and enforce code compliance for commercial occupancies from the field — with mobile capture, re-inspection workflows, custom digital forms, and tiered fee schedules with payments.

Plus, comprehensive capabilities for your program:

Premises management — centralized inspection and deficiency history

Deficiency management — severity classification through to verified resolution

Permit management — digital templates with fee collection and payments

Dynamic mapping — geo-fencing, pre-plan maps, and automatic AHJ assignment

Analytics & communications — real-time compliance visibility and contractor messaging

All on a modern, secure, and scalable platform — cloud-native, SOC 2 Type 2 audited, and API-first for RMS integration.

What LIV helps your program achieve

AHJ programs that adopt LIV best practices work toward:

85-95%+ true compliance across inspected systems

<1 day to process a submitted report

<3 days from inspection to submission

The payoff: earlier risk detection, higher compliance without more staff, and a defensible system of record.

Target benchmarks for mature programs — assume ~2 years on the LIV platform with high adoption of best practices.

Why AHJs choose LIV

Purpose-built in the industry, by the industry. Developed with fire departments and inspection contractors.

Industry-best service. LIV completes platform onboarding in about five hours, with flexible training and support.

Proven and trusted. AHJs of every size and type — large cities and small towns, resort and rural, regional and state authorities.

\$0

No cost to the AHJ. Usage-based pricing tied to compliance, not your budget.

350+

AHJs trust LIV

4,000+

Inspection contractors on the platform



Get in touch
www.livsafe.com



SHARED PARKING AGREEMENT

City of Red Bank, Tennessee

This Shared Parking Agreement ("Agreement") is entered into by and between the CITY OF RED BANK, TENNESSEE ("CITY"), and Private Property Owner ("OWNER").

RECITALS

WHEREAS, the real property located at (TBD) is being improved with parking facilities suitable for temporary use for public parking during City-sponsored special events;

WHEREAS, the City periodically conducts festivals, civic events, emergency operations, and other public activities necessitating supplemental parking;

WHEREAS, the City Commission finds that shared parking promotes traffic management, public safety, and efficient use of public infrastructure, thereby serving a valid public purpose;

WHEREAS, this Agreement is intended to be administered consistent with applicable provisions of the Red Bank Municipal Code and all applicable Tennessee law.

1. Grant of Use

The private property owner grants the City a non-exclusive, temporary, recurring, revocable agreement to use the parking facilities shown on Exhibit A for approved City-sponsored events. No leasehold, easement, or other property interest is created.

Either party may terminate this Agreement at any time upon not less than sixty (60) days notice to the other party.

The City will not seek to, and shall not be entitled to, exercise this Shared Parking Agreement on any Sunday morning between 7:00 a.m. and 2:00 p.m., on any Wednesday afternoon between 4:00 p.m. and 8:00 p.m., and/or in the event of private events to be conducted at the property. In such special events, the Owner will endeavor to notify City of the scheduling of such events as far ahead of time as is practicable, but, in the event of weddings, not less than fourteen (14) days ahead of such scheduled event. In the context of funerals, only as much notice as is practical under the then existing circumstances is required.

2. Approved Uses

Use is limited to City-sponsored festivals, parades, public engagement meetings, recreation events, emergency operations, public safety and disaster responses as identified below:

Annual and Seasonal City Sponsored Events Include:

- * The Red Bank Jubilee – 1st Saturday in May
- * The Christmas Parade and Festival – 2nd Saturday in December
- * Food Truck Fridays & Saturdays – Spring and Fall dates TBD
- * City Sponsored Special Events Permitted at City Park - TBD

Public Safety Events - TBD

Emergency Operations and Disaster Response

Other City-sponsored Special Events approved by the City with notification

3. Notice

The City shall provide not less than fourteen (14) calendar days written notice of the event for which utilization of the owners' available parking facilities is necessitated whenever reasonably practicable. Shorter notice is permitted in the event of emergency or unexpected necessary usage.

4. Compensation

The CITY shall pay the OWNER an annual compensation for use of the parking spaces described herein the sum of \$13.00 per space, multiplied by the total number of spaces utilized by the City, as depicted and identified on the attached Exhibit A, for a total use of (TBD) parking spaces with an annual payment of (TBD) due in full on or before November 15th of each year beginning November 15, 2026 payable by check to the Owner with the number and location of spaces subject to adjustment only upon written amendment of this Agreement and the Attachment.

5. City Responsibilities

The City shall provide traffic control when City deems necessary, remove event-generated litter, repair damage directly attributable to City use beyond ordinary wear and tear.

6. Church Responsibilities

The Church shall maintain the parking area in a reasonably safe condition and promptly notify the City of material conditions affecting use.

7. Allocation of Liability

To the extent permitted by Tennessee law, each party shall be responsible for its own negligent acts or omissions. Nothing herein shall imply any obligation of indemnity on

the part of either party, expanding liability or waiving any provisions of the Tennessee Governmental Tort Liability Act (GTLA) which limits the liability of the City for negligent acts or omissions.

8. Insurance

The City shall maintain its own liability insurance coverage and furnish evidence thereof upon request. The Church is encouraged to maintain its own liability insurance coverage.

9. Default

If either party materially breaches this Agreement and fails to cure within thirty (30) days after written notice, the non-breaching party may terminate this Agreement.

10. Term

Five (5) years from the date hereof with automatic one-year renewals thereafter unless either party shall terminate this Agreement subject to not less than sixty (60) days written notice.

11. Governing Law

This Agreement shall be governed by Tennessee law.

12. Entire Agreement

This Agreement, including Exhibits A and B, constitutes the entire agreement between the parties.

SIGNATURES

CITY OF RED BANK	PRIVATE PROPERTY OWNER
By: _____	Authorized Representative: _____
Attest: City Recorder: _____	Title: _____
Approved as to Form: City Attorney: _____	Date: _____

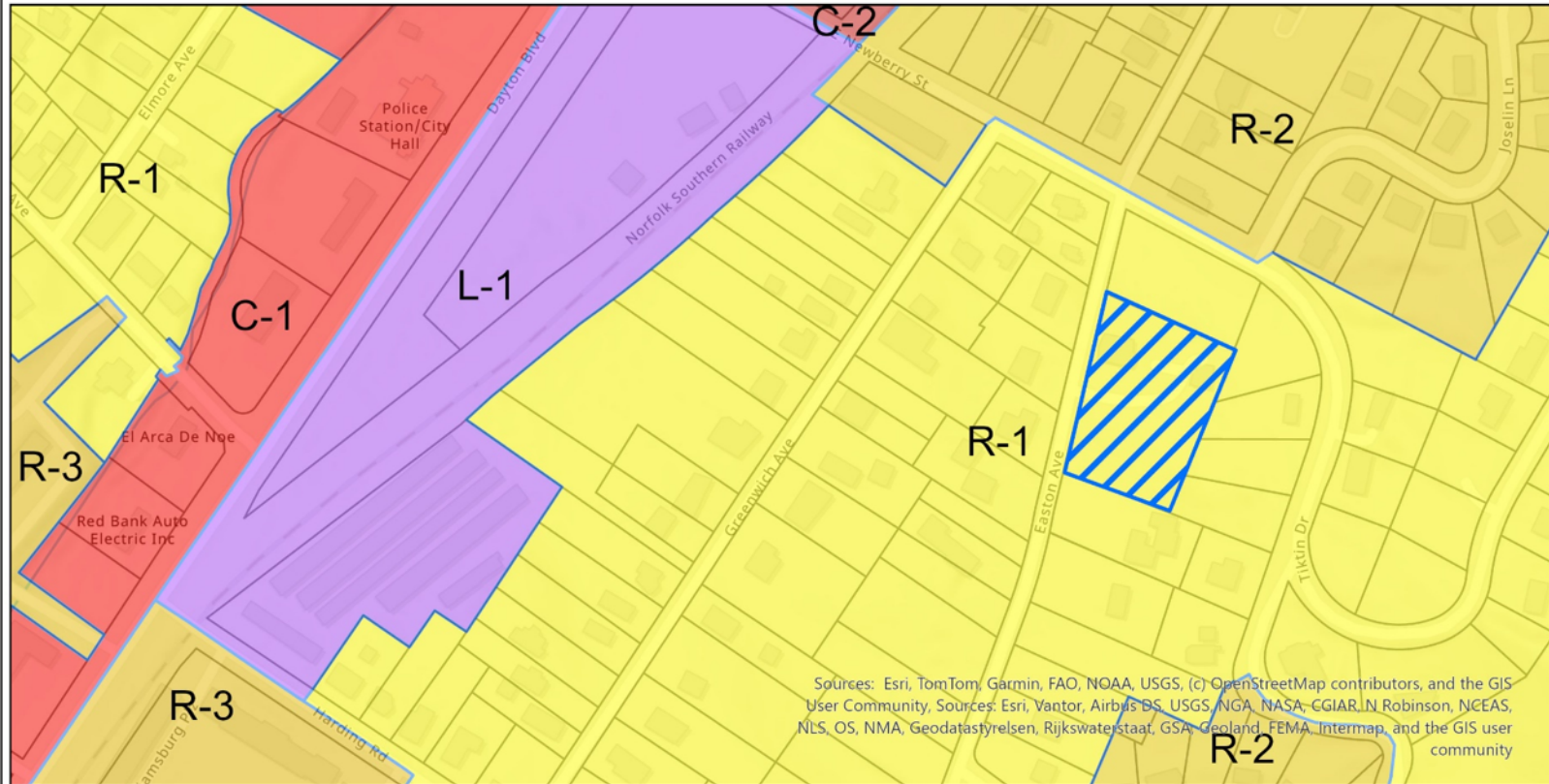
EXHIBIT A

Parking Lot Map and Legal Parcel Description



Rezoning Request 3118 Easton Avenue R-1 to R-T/Z

C-1	R-1	R-1A
C-2	R-2	RT-1
C-3	R-3	RZ-1
L-1	R-4	
M-1	R-TZ	



Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, (c) OpenStreetMap contributors, and the GIS User Community, Sources: Esri, Vantor, Airbus DS, USGS, NGA, NASA, CGIAR, N. Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap, and the GIS user community



rezoning request

Map prepared by City of Red Bank Community Development Department
 Date: 07/02/2026
 This map is for planning purposes only
 This is not an engineering map

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