City of Columbia City Council Agenda

March 12, 2026 - 5:30 PM

City Hall Council Chambers
700 North Garden Street
Columbia, TN 38401
Phone: 931-560-1510

Chaz Molder, Mayor
Randy McBroom, Vice Mayor
Council Member Carl McCullen, Ward 1
Council Member Charlie Huffman, Ward 2
Council Member Cheryl E. Secrest, Ward 3
Council Member Kenny Marshall, Ward 4
Council Member Brian McKelvy, Ward 5

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Tony Massey, City Manager
Jake Hubbell, City Attorney
Thad H. Jablonski, City Recorder
Liz Bermudez, Recording Secretary

The City Council of the City of Columbia welcomes your presence and participation at this meeting. If you wish to address Council regarding any item on the Agenda, please sign the sign-up sheet and indicate which agenda item you would like to comment on. You will have the opportunity to comment on an item when it comes up on the Agenda and before Council votes on the item. Once recognized, you may then come to the podium and state your name and address. Anyone requesting accommodations due to disabilities should contact the ADA Coordinator, Wanda McClain, at 931-560-1570 prior to the meeting.

PUBLIC HEARINGS

1. **PUBLIC HEARING ON ORDINANCE NO. 4581 – AN ORDINANCE TO AMEND THE FISCAL YEAR 2025-2026 BUDGET ORDINANCE NO. 4544, AS AMENDED, PROVIDING FOR REVISIONS TO THE GENERAL, STATE STREET AID, CAPITAL PROJECTS, GRANTS AND WASTEWATER FUNDS - FINANCE.**

   RECOMMENDATION: Conduct the Public Hearing.

   INFORMATION: This public hearing is related to Item 10.2 on the agenda. The proposed ordinance is the second amendment of the FY 2026 Appropriation Ordinance and revises the General, State Street Aid, Capital Projects, Grants and Wastewater Funds.

   Supporting documentation for the amendment is included within the agenda packet and the required Notice of Public Hearing was published in Main Street Maury on February 25, 2026.

   This amendment increases the City's total budget for FY 2026 by $1,843,450 from $183,127,940 to $184,971,390.

   ATTACHMENTS: Staff Report Ordinance No. 4581 PH, Ordinance No. 4581 as amended, Ordinance No. 4581 Supporting Documents, Ordinance No. 4581 Budget Summary.

2. **PUBLIC HEARING ON ORDINANCE 4583 - AN ORDINANCE TO AMEND ORDINANCE NO. 4400 - THE SAME BEING THE ZONING ORDINANCE OF THE CITY OF COLUMBIA, TENNESSEE BY APPROVING THE PRELIMINARY PLANNED UNIT DEVELOPMENT MASTER PLAN FOR LOT 8A OF THE BEECHCROFT PLAZA PUD, OFF CAYER LANE AND NASHVILLE HIGHWAY AT TAX MAP 42 PARCEL 14.05 - DEVELOPMENT SERVICES DEPARTMENT.**

   RECOMMENDATION: Conduct the Public Hearing.

   INFORMATION: The applicant is requesting approval of a Preliminary PUD Master Plan for property at Nashville Highway and Cayer Lane, being Lot 8A of the Beechcroft Plaza Planned Unit Development. The proposed plan is for a new commercial build of an approximate 7,000

square foot AutoZone retailer. The Planning Commission reviewed this request at the February 11, 2026 meeting and recommended approval by a vote of five to zero. The required notice of Public Hearing was advertised February 18, 2026 in Main Street Maury.

ATTACHMENTS: Staff Report Ordinance No. 4583 PH, Ordinance No. 4583, Ordinance No. 4583 Exhibit A, DS Staff Report.

REGULAR MEETING

1 CALL TO ORDER/ROLL CALL.

2 INVOCATION.

3 PLEDGE OF ALLEGIANCE.

4 APPROVAL OF AGENDA.

5 PRESENTATIONS.

6 ORGANIZATIONAL BUSINESS.

6.1. APPROVE THE MINUTES OF THE FEBRUARY 12, 2026 CITY COUNCIL MEETING - CITY MANAGER'S OFFICE.

RECOMMENDATION: Approve.

ATTACHMENTS: February 12, 2026 City Council Meeting Minutes.

6.2. APPROVE THE APPOINTMENT OF ANDREW PEARSON TO THE CITY OF COLUMBIA ARTS COUNCIL FOR A THREE-YEAR TERM BEGINNING ON MARCH 12, 2026 AND EXPIRING ON MARCH 12, 2029.

RECOMMENDATION: Approve.

7 CONSENT AGENDA

7.1. APPROVE DISBURSEMENTS FOR THE MONTH OF JANUARY 2026 IN THE AMOUNT OF $10,967,212.19 - FINANCE.

RECOMMENDATION: Approve.

ATTACHMENTS: January 2026 Disbursements.

7.2. APPROVE AND AUTHORIZE THE DISPOSAL OF SURPLUS EQUIPMENT - FINANCE.

RECOMMENDATION: Approve and authorize the disposal of surplus equipment as listed on the attachment per policy as defined within the City of Columbia Purchasing Manual.

INFORMATION: Various items have been identified by the department as surplus. An attempt will be made to sell all items at public auction. The value of those not sold will be reassessed and disposed of as prescribed by City policy.

ATTACHMENTS: March 2026 Surplus.

7.3. APPROVE AND AUTHORIZE THE CITY OF COLUMBIA TO REVISE THE CURRENT FEE STRUCTURE WITH MUTUAL OF OMAHA TO INCLUDE COMPREHENSIVE SERVICES FOR EMPLOYEE ASSISTANCE PROGRAM SERVICES WITH AN ESTIMATED COST OF $4,644.60 PER YEAR - FINANCE.

RECOMMENDATION: Approve.

INFORMATION: The City provides an Employee Assistance Program (EAP) for city employees. The Finance Department requested and reviewed quotes for EAP services and found that Mutual of Omaha has the most comprehensive program which is offered at a lower cost. Basic EAP services are currently included in our group-term life insurance rates. The upgrade to Mutual of Omaha's comprehensive plan will provide a full Employee Assistance Program (EAP). Making this change from our previous EAP provider to the full comprehensive plan EAP with Mutual of Omaha, will result in $4,440.00 annual savings.

CERTIFICATION: The Chief Financial Officer certifies that $4,645 is available and unencumbered in the Insurance Fund.

ATTACHMENTS: Staff Report Mutual of Omaha, Mutual of Omaha EAP fees and program materials, Training Catalog with Request Info.

7.4. APPROVE AND AUTHORIZE THE MAYOR TO SIGN THE AGREEMENT AND ALL RELATED DOCUMENTS WITH AMERIFLEX FOR SECTION 125 FLEXIBLE SPENDING ACCOUNTS FOR UNREIMBURSED MEDICAL AND DEPENDENT CARE FOR ELIGIBLE EMPLOYEES - FINANCE.

RECOMMENDATION: Approve.

INFORMATION: The City provides a section 125 Flexible Spending account for employees to pay tax deferred reimbursements towards medical and dependent care expenses. Upon review of flexible spending account plans, Ameriflex is recommended to provide Flexible Spending services for the upcoming year. Ameriflex has a proven track record of processing claims. Ameriflex was used as the City's Flexible Spending provider prior to using Paylocity for the last 3 years. Paylocity's claims processing has proven challenging for employees. The switch back to Ameriflex should make the claims process simpler for employees.

ATTACHMENTS: Staff Report Ameriflex, City of Columbia, TN II-Ameriflex Proposal, Ameriflex Signature Acknowledgement of Contract, Ameriflex terms-and-conditions of contract.

7.5. APPROVE AND AUTHORIZE THE MAYOR TO SIGN A CONTRACT BETWEEN THE CITY OF COLUMBIA AND LAMAR ADVERTISING IN THE AMOUNT OF $4,000 FOR DIGITAL BILLBOARD ADVERTISING IN THE NASHVILLE/MIDDLE TN AREA - CITY MANAGER'S OFFICE.

RECOMMENDATION: Approve.

INFORMATION: Digital billboard advertising for Mule Day by Visit Columbia is one marketing strategy designed to reach thousands of travelers along interstates and surface streets of the Nashville/Middle TN area, encouraging and inspiring travel to Columbia.

CERTIFICATION: The Chief Financial Officer certifies that $4,000 is budgeted and unencumbered in Tourism Enhancement-General Fund - Professional Services.

ATTACHMENTS: Staff Report Lamar March 26, Lamar Contract.

7.6. APPROVE AND AUTHORIZE THE MAYOR TO SIGN AN AGREEMENT BETWEEN THE CITY OF COLUMBIA AND CAITLIN LUCIA CONTENT CREATOR IN THE AMOUNT OF $4,000 FOR A SPRING SOCIAL MEDIA COLLABORATION - CITY MANAGER'S OFFICE.

RECOMMENDATION: Approve.

INFORMATION: Visit Columbia will contract with Caitlin Lucia, content creator, as part of the marketing strategy designed to reach travelers through social media collaborative marketing to encourage and inspire travel to Columbia while building brand awareness.

CERTIFICATION: The Chief Financial Officer certifies that $4,000 is budgeted and unencumbered in Tourism Enhancement-General Fund - Professional Services.

ATTACHMENTS: Staff Report Caitlin Lucia, Caitlin Lucia Agreement 2026.

7.7. APPROVE AND AUTHORIZE THE MAYOR TO SIGN A CONTRACT BETWEEN THE CITY OF COLUMBIA AND JOURNAL COMMUNICATIONS IN THE AMOUNT OF $6,595 FOR ADVERTISING IN THE 2026-27 MAURY COUNTY LIVABILITY MAGAZINE - CITY MANAGER'S OFFICE.

RECOMMENDATION: Approve.

INFORMATION: The Maury County Livability Magazine is the Chamber's annual economic development magazine. The City of Columbia will purchase a full-page ad in the 2026-27 issue in the amount of $6,595 to market Columbia as the ideal place for businesses and families to work, live, play, and visit.

CERTIFICATION: The Chief Financial Officer certifies that $6,595 is budgeted and unencumbered in Tourism Enhancement - General Fund - Professional Services.

ATTACHMENTS: Staff Report Journal MC Livability, Journal Comm Maury County Livability Contract.

7.8. APPROVE AND AUTHORIZE THE MAYOR TO SIGN A CONTRACT BETWEEN THE CITY OF COLUMBIA AND STYLEBLUEPRINT FOR A SUMMER TRAVEL DIGITAL MARKETING CAMPAIGN IN THE AMOUNT OF $1,995 - CITY MANAGER'S OFFICE.

RECOMMENDATION: Approve.

INFORMATION: StyleBlueprint Summer Travel Co-op digital marketing package: includes co-sponsored article and co-sponsored 8-week Summer 2026 email campaign to Atlanta market.

CERTIFICATION: The Chief Financial Officer certifies that $1,995 is budgeted and unencumbered in Tourism Enhancement-General Fund - Professional Services.

ATTACHMENTS: Staff Report StyleBlueprint March 2026, StyleBlueprint 2026.

7.9. APPROVE AND AUTHORIZE THE MAYOR TO SIGN THE AMENDMENT TO THE HEALTHY BUILT ENVIRONMENT (HBE) GRANT CONTRACT MOVING FUNDS FROM FY2025 TO FY2026 IN THE AMOUNT OF $50,000 - DEVELOPMENT SERVICES DEPARTMENT.

RECOMMENDATION: Approve.

INFORMATION: The State is requesting that the funds associated with the HBE Grant be moved to the 2026 fiscal year. The grant was awarded for design of a small area plan to provide access and availability to neighborhood wellness and community opportunities for citizens. Neither the scope nor the funding of the contract has changed, only the fiscal year funding from 2025 to 2026.

CERTIFICATION: The Chief Financial Officer certifies that $50,000 is budgeted and unencumbered in the Grants Fund-HBE Grant.

ATTACHMENTS: Staff Report HBE Amendment, HBE Contract Amendment.

7.10. APPROVE AND AUTHORIZE THE MAYOR TO EXECUTE AN AGREEMENT WITH ALFRED BENESCH & COMPANY FOR PROFESSIONAL CONSULTANT ENGINEERING TO PROVIDE SERVICES RELATED TO THE CITY OF COLUMBIA'S PAVEMENT MANAGEMENT AND PRESERVATION PROGRAM IN AN AMOUNT TO NOT EXCEED $145,680, AND AUTHORIZE THE MAYOR TO ENTER INTO A SOFTWARE AGREEMENT WITH CITYLOGIX IN AN AMOUNT NOT TO EXCEED $18,900 - DEVELOPMENT SERVICES DEPARTMENT.

RECOMMENDATION: Approve.

INFORMATION: The Development Services Department issued and publicized a Request for Proposals, receiving submissions on October 28, 2025, from consulting engineers to offer services pertaining to the City of Columbia's Pavement Management and Preservation Program.

This project addresses a recurring strategic plan goal for upgraded streets, improved transportation system. All city streets will be evaluated, rated, mapped, and a plan developed to determine the best pavement treatment options to most economically address the City of Columbia pavement management goals. Alongside the Benesch agreement, there is also an initial software fee of $18,900 for the first year with Citylogix followed with an annual fee of $11,400 for each year after.

The City evaluated thirteen (13) RFQ proposals and wishes to enter into agreement with Alfred Benesch & Company for the proposed program.

CERTIFICATION: The Chief Financial Officer certifies that $164,580 is budgeted and unencumbered in the General Fund - Street Paving.

ATTACHMENTS: Staff Report Pavement Management and Preservation Program, Alfred Benesch & Company Consulting Services Agreement, Request for Proposals.

7.11. APPROVE THE PURCHASE OF THREE (3) LICENSE PLATE READERS WITH FIVE (5) YEAR SUBSCRIPTIONS FOR EACH READER FROM MOTOROLA SOLUTIONS IN THE AMOUNT OF $8,541.65 FOR YEAR ONE WITH $4,310.93 DUE ANNUALLY FOR YEARS TWO (2) THROUGH FIVE (5) - POLICE DEPARTMENT.

RECOMMENDATION: Approve.

INFORMATION: The State of Tennessee has a contract with Motorola Solutions for the subscription service for L.P.R. (License Plate Reader). The entire purchase of three L.P.R. subscription services would cost the City $8,541.65 for the first year and a reoccurring amount of $4,310.93 per year for the remainder of the 5-year contract.

The L.P.R.'s will assist with detecting license plates associated with wanted people; plates associated with stolen vehicles and can be used to investigate crimes. These fixed mounted stationary cameras are running 24hours/7 days a week reading license plates as vehicles cross the cameras path. The solar-powered configuration eliminates the need for trenching, external power connections, and recurring utility fees.

CERTIFICATION: The Chief Financial Officer certifies that $8,542 is budgeted and unencumbered in Police - Patrol - Operating Supplies.

ATTACHMENTS: Staff Report Motorola, LPR Motorola Contract.

7.12. APPROVE AND AUTHORIZE THE MAYOR TO SIGN THE AMENDMENT TO THE TENNESSEE HIGHWAY SAFETY (THSO)

GRANT CONTRACT WHICH REDUCES THE GRANT CONTRACT AMOUNT FROM $28,442.32 TO $22,753.86 - POLICE DEPARTMENT.

RECOMMENDATION: Approve.

INFORMATION: The Tennessee Highway Safety Office has reduced the original awarded grant amount by 20% ($5,688.46) that was approved by Council in October of 2025. The grant was awarded for the original amount of $28,442.32 for the purpose of purchasing radars and a traffic message board, along with overtime for traffic safety assignments. The amended amount is $22,753.86.

ATTACHMENTS: Staff Report THSO Amendment, Amendment No. 1, Budget Adjustment Memo.

7.13. APPROVE PURCHASE OF CROWD PROTECTION BARRIERS UTILIZING THE VCIF (VIOLENT CRIMES INTERVENTION FUNDS) GRANT IN THE AMOUNT OF $261,520 FROM GSA CONTRACT #47QSWA19D001F - FINANCE.

RECOMMENDATION: Approve.

INFORMATION: The City Purchasing Policy Section 3.13 State Contracts and Other Government Agency Contracts states State, Government Agency, and Organizations may have entered into contracts that have already been competitively bid and awarded with the understanding that other governmental entities may purchase the items bid under the same terms and conditions as prescribed in the solicitation of the originating government. This method of purchase is commonly known as interlocal purchasing agreement or “piggybacking”, and is particularly desirable if time is a constraint or if the chances for obtaining better prices from other sources is poor. Utilization of these sources waives the requirement for a formal competitive bid.

The City was awarded funds from the State of Tennessee through their VCIF Grant and will be utilizing a portion of these funds to make this purchase.

Utilizing GSA Contract #47QSWA19D001F, the City will be

purchasing crowd protection barriers that can be beneficial for many different City events.

CERTIFICATION: The Chief Financial Officer certifies that $261,520 is budgeted and unencumbered in Grants - VCIF Grants - City Improvements.

ATTACHMENTS: Staff Report Crowd Protection Barriers, Crowd Protection Barriers Quote.

8 ADMINISTRATION.

9 RESOLUTIONS.

9.1. RESOLUTION NO. 26-12 - A RESOLUTION REQUESTING THE MAURY COUNTY ELECTION COMMISSION TO CONDUCT A CITY ELECTION FOR THE OFFICES OF MAYOR AND VICE-MAYOR ON TUESDAY, NOVEMBER 3, 2026 - CITY RECORDER'S OFFICE.

RECOMMENDATION: Approve Resolution No. 26-12.

INFORMATION: This is the required Resolution to request the Maury County Election Commission to conduct the City election for the offices of Mayor and Vice-Mayor to be held on November 3, 2026.

ATTACHMENTS: Staff Report Resolution No. 26-12, Resolution No. 26-12.

9.2. RESOLUTION NO. 26-13 – TAX CORRECTIONS - CITY RECORDER'S OFFICE.

RECOMMENDATION: Approve Resolution No. 26-13.

INFORMATION: The City Recorder is presenting tax corrections through 2/19/2026 for Council consideration as submitted by Mr. Bobby Daniels, Maury County Tax Assessor.

ATTACHMENTS: Staff Report Resolution No. 26-13, Resolution No. 26-13, Resolution No. 26-13 Exhibit A.

9.3. RESOLUTION NO. 26-14 - A RESOLUTION TO ACCEPT THE OWNERSHIP AND MAINTENANCE OF SEWER IMPROVEMENTS SERVING WOODWARD ESTATES - WASTEWATER DEPARTMENT.

RECOMMENDATION: Approve Resolution No. 26-14.

INFORMATION: Woodward Estates consists of 1152 linear feet of sanitary sewer main. The Developers met all of the qualifications for acceptance. The Wastewater Department has performed the necessary testing and inspections.

ATTACHMENTS: Staff Report Resolution No. 26-14, Resolution No. 26-14, Resolution No. 26-14 Dedication Letter, Resolution No. 26-14 Lien Affidavit.

9.4. RESOLUTION NO. 26-15 - A RESOLUTION RATIFYING THE ACCEPTANCE OF SPONSORSHIP DONATIONS FOR THE 2026 MIDSTATE CLASSIC SOFTBALL GAMES TO BE HELD AT RIDLEY SPORTS COMPLEX ON MARCH 10, 2026, IN THE AMOUNT OF NINETEEN THOUSAND DOLLARS ($19,000) – WARD 4 - PARKS & RECREATION DEPARTMENT.

RECOMMENDATION: Approve Resolution No. 26-15.

INFORMATION: The City of Columbia has confirmed donations totaling $19,000 from Atmos Energy, Line To Line, Jones & Lang, Columbia Power & Water Systems, Rotary Breakfast Club, Columbia Noon Rotary, Sunstar Insurance, JR Wauford & Company, Maury County Visitors Bureau, Lose & Design, Southern Tre' and Chick-fil-A for the Midstate Classic Softball games to be held on March 10, 2026, at Ridley Sports Complex to help cover the cost of meals and other costs related to the teams/games.

ATTACHMENTS: Staff Report Resolution No. 26-15, Resolution No. 26-15.

9.5. RESOLUTION NO. 26-16 - A RESOLUTION RATIFYING THE CITY OF COLUMBIA'S APPLICATION FOR THE GM ON MAIN STREET GRANT; ACCEPTING THE GRANT AWARD FOR $60,000 AND AUTHORIZING THE MAYOR TO EXECUTE DOCUMENTS

RELATED TO ACCEPTING AND ADMINISTERING THE GRANT PROJECT - CITY MANAGER'S OFFICE.

RECOMMENDATION: Approve Resolution No. 26-16.

INFORMATION: The City of Columbia applied for the GM on Main Street Grant in the amount of $60,000 with no matching funds required. The awarded grant funds will be used for downtown beautification, which includes wayfinding signage in the form of an art mural, two artistic crosswalks and a new information kiosk at the intersection of downtown and the Arts District. Additionally, a new bench, trash receptacle, and doggie waste station will be installed to enhance our Mars pet-friendly city accreditation.

ATTACHMENTS: Staff Report Resolution No. 26-16, Resolution No. 26-16, GM on Main Street Grant Application 2026.

9.6. RESOLUTION NO. 26-17 – A RESOLUTION ESTABLISHING A CASH MANAGEMENT POLICY FOR THE CITY OF COLUMBIA - FINANCE.

RECOMMENDATION: Approve Resolution No. 26-17.

INFORMATION: As proposed, Resolution No. 26-17 would establish a Cash Management Policy for the city pursuant to best practices in municipal finance.

ATTACHMENTS: Staff Report Resolution No. 26-17, Resolution No. 26-17, Resolution No. 26-17 Exhibit A.

9.7. RESOLUTION NO. 26-18 – A RESOLUTION ESTABLISHING A CAPITAL ASSET MANAGEMENT POLICY FOR THE CITY OF COLUMBIA - FINANCE.

RECOMMENDATION: Approve Resolution No. 26-18.

INFORMATION: As proposed, Resolution No. 26-18 would establish a Capital Asset Management Policy for the city pursuant to best practices in municipal finance.

ATTACHMENTS: Staff Report Resolution No. 26-18, Resolution No. 26-18, Resolution No. 26-18 Exhibit A.

9.8. RESOLUTION NO. 26-19 – A RESOLUTION ESTABLISHING A BUDGET MONITORING POLICY FOR THE CITY OF COLUMBIA - FINANCE.

RECOMMENDATION: Approve Resolution No. 26-19.

INFORMATION: As proposed, Resolution No. 26-19 would establish a Budget Monitoring Policy for the city pursuant to best practices in municipal finance.

ATTACHMENTS: Staff Report Resolution No. 26-19, Resolution No. 26-19, Resolution No. 26-19 Exhibit A.

9.9. RESOLUTION NO. 26-22 - A RESOLUTION ADOPTING "COLUMBIA 2026" AS THE ANNUAL STRATEGIC PLAN FOR THE CITY OF COLUMBIA - CITY MANAGER'S OFFICE.

RECOMMENDATION: Approve Resolution No. 26-22.

INFORMATION: On February 24, 2026, the Mayor, City Council, City Manager and Assistant City Manager participated in a strategic planning workshop facilitated by Judy King with Quality Management Services, LLC. During the annual workshop, Management and the City Council reviewed progress and key projects from the prior year and updated established priorities and objectives with new goals in addition to the existing plan to achieve over the next 12 months.

As City officials and staff continue to work towards achieving the community's long-term vision for Columbia, staff will continue to present progress reports which help to align the City's current year work plan and budget priorities with the goals and objectives identified in the proposed 2026 Strategic Plan.

With City Council's approval, the Columbia Strategic Plan, Columbia 2026, will be made available for public distribution.

ATTACHMENTS: Staff Report Resolution No. 26-22, Resolution No. 26-22, 2026 Strategic Plan.

10 ORDINANCES.

10.1. 2ND CONSIDERATION OF ORDINANCE NO. 4578 - AN ORDINANCE TO AMEND ORDINANCE NO. 4400 - THE SAME BEING THE ZONING ORDINANCE OF THE CITY OF COLUMBIA, TENNESSEE BY AMENDING THE COMMERCIAL DOWNTOWN HISTORIC DISTRICT OVERLAY TO INCLUDE PROPERTY AT 810 WOODLAND STREET, BEING TAX MAP 99A GROUP K PARCEL 11.00 - WARD 3 - DEVELOPMENT SERVICES DEPARTMENT.

RECOMMENDATION: Approve Ordinance No. 4578 on second consideration.

INFORMATION: The applicant is requesting the aforementioned property be incorporated into the City's Downtown Commercial Historic District overlay. This request was reviewed at the December Historic Zoning Commission and recommended. It was also reviewed at the January Planning Commission meeting and recommended for approval.

ATTACHMENTS: Staff Report Ordinance No. 4578, Ordinance No. 4578, Ordinance No. 4578 Exhibit A, DS Staff Report.

10.2. 2ND CONSIDERATION OF ORDINANCE NO. 4581 AS AMENDED - AN ORDINANCE TO AMEND THE FISCAL YEAR 2025-2026 BUDGET ORDINANCE NO. 4544, AS AMENDED, PROVIDING FOR REVISIONS TO THE GENERAL, CAPITAL PROJECTS, AND GRANTS FUNDS - FINANCE.

RECOMMENDATION: Approve Ordinance No. 4581 as amended on second consideration.

INFORMATION: The proposed ordinance is the third amendment to the FY 2026 Appropriation Ordinance, impacting the General, State Street Aid, Capital Projects, Grants and Wastewater Funds.

Within this budget amendment, the following items are included:

- Transfer funds from budgeted reserves ($39,560) for budget requests for Police,
- Transfer $38,000 from Development Services to Capital Projects for conference room renovations on first floor,
- Budget $5,000 Fire Dept. donation,
- Budget Violent Crime Intervention Funds (VCIF) Grant in amount of $1,300,000.

Added on second consideration:

- Budget State Street Aid Paving remainder for approved FY 26 funding totaling $500,000,
- Budget US Bank annual fee amount totaling $450.

A detailed schedule of items included within this budget amendment is attached. This amendment increases the City's total budget for FY 2026 by $1,843,450 to $184,971,390.

ATTACHMENTS: Staff Report Ordinance No. 4581 as amended, Ordinance No. 4581 as amended, Supporting Documentation, Budget Summary.

10.3. 2ND CONSIDERATION OF ORDINANCE NO. 4582 - AN ORDINANCE TO AMEND ORDINANCE NO. 4400 - THE SAME BEING THE ZONING ORDINANCE OF THE CITY OF COLUMBIA, TENNESSEE BY APPROVING THE MORNING POINTE PRELIMINARY PLANNED UNIT DEVELOPMENT MASTER PLAN, FORMERLY PART OF THE RUTHERFORD LANE WESTFIELD PARK MIXED USE PUD, OFF RUTHERFORD LANE AND WESTFIELD DRIVE, BEING A PORTION OF TAX MAP 112 PARCEL 3.07- WARD 1 - DEVELOPMENT SERVICES DEPARTMENT.

RECOMMENDATION: Approve Ordinance No. 4582 on second consideration.

INFORMATION: The applicant is requesting approval of a Preliminary PUD Master Plan for a portion of property off Rutherford Lane and Westfield Drive. Originally part of a 1986 mixed used PUD, the property was not developed as such and the master plan expired. This proposal is for two group facility structures that was reviewed at the January 14, 2026 Planning Commission . The Planning Commission did request changes to the façade along Westfield Drive and with that they recommended approval by a vote of four to zero with two abstentions.

ATTACHMENTS: Staff Report Ordinance No. 4582, Ordinance No. 4582, Ordinance No. 4582 Exhibit A, DS Staff Report.

10.4. 1ST CONSIDERATION OF ORDINANCE 4583 - AN ORDINANCE TO AMEND ORDINANCE NO. 4400 - THE SAME BEING THE ZONING ORDINANCE OF THE CITY OF COLUMBIA, TENNESSEE BY APPROVING THE PRELIMINARY PLANNED UNIT DEVELOPMENT MASTER PLAN FOR LOT 8A OF THE BEECHCROFT PLAZA PUD, OFF CAYER LANE AND NASHVILLE HIGHWAY AT TAX MAP 42 PARCEL 14.05 - DEVELOPMENT SERVICES DEPARTMENT.

RECOMMENDATION: Approve Ordinance No. 4583 on first consideration.

INFORMATION: The applicant is requesting approval of a Preliminary PUD Master Plan for property at Nashville Highway and Cayer Lane, being Lot 8A of the Beechcroft Plaza Planned Unit Development. The proposed plan is for a new commercial build of an approximate 7,000 square foot AutoZone retailer. The Planning Commission reviewed this request at the February 11, 2026 meeting and recommended approval by a vote of five to zero.

ATTACHMENTS: Staff Report Ordinance No. 4583, Ordinance No. 4583, Ordinance No. 4583 Exhibit A, DS Staff Report.

10.5. 1ST CONSIDERATION OF ORDINANCE NO. 4584 - AN ORDINANCE TO TERMINATE AN ELECTRIC POWER EASEMENT LOCATED ON TAX MAP 051 PARCEL 058.07 AT HONEY FARM WAY AND U.S. 31/NASHVILLE HIGHWAY AND

TO AUTHORIZE THE MAYOR TO EXECUTE ANY RELATED DOCUMENTS - CITY MANAGER'S OFFICE.

RECOMMENDATION: Approve Ordinance No. 4584 on first consideration.

INFORMATION: CPWS has forwarded the request for the City to terminate an electric power easement located on Tax Map 051 Parcel 058.07 at Honey Farm Way and U.S. 31.

ATTACHMENTS: Staff Report Ordinance No. 4584, Ordinance No. 4584, Ordinance No. 4584 Exhibit A.

11 OTHER BUSINESS.

12 EXECUTIVE SESSION.

13 ADJOURNMENT.

14 UPCOMING EVENTS.

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Thad Jablonski, Finance Director, tjablonski@columbiatn.gov, 931.560.1580

AGENDA ITEM TITLE: PUBLIC HEARING ON ORDINANCE NO. 4581 – AN ORDINANCE TO AMEND THE FISCAL YEAR 2025-2026 BUDGET ORDINANCE NO. 4544, AS AMENDED, PROVIDING FOR REVISIONS TO THE GENERAL, STATE STREET AID, CAPITAL PROJECTS, GRANTS AND WASTEWATER FUNDS

RECOMMENDATION: Conduct the Public Hearing.

INFORMATION: This public hearing is related to Item 10.2 on the agenda. The proposed ordinance is the second amendment of the FY 2026 Appropriation Ordinance and revises the General, State Street Aid, Capital Projects, Grants and Wastewater Funds.

Supporting documentation for the amendment is included within the agenda packet and the required Notice of Public Hearing was published in Main Street Maury on February 25, 2026.

This amendment increases the City's total budget for FY 2026 by $1,843,450 from $183,127,940 to $184,971,390.

ATTACHMENTS: Staff Report Ordinance No. 4581 as amended, Ordinance No. 4581 as amended, Supporting Documentation, Budget Summary.

ORDINANCE NO. 4581 (AS AMENDED)

AN ORDINANCE TO AMEND THE FISCAL YEAR 2025-2026 BUDGET ORDINANCE NO. 4544, AS AMENDED, PROVIDING FOR REVISIONS TO THE GENERAL, STATE STREET AID, CAPITAL PROJECTS, GRANTS AND WASTEWTER FUNDS

BE IT ORDAINED BY THE CITY OF COLUMBIA, TENNESSEE:

Section 1: That Ordinance No. 4544, the same being the Appropriation Ordinance for the City of Columbia for the Fiscal Year July 1, 2025 through June 30, 2026, be amended. That the total budget appropriation for the fiscal year be increased from $183,127,940 to $184,971,390, an increase of $1,843,450.

Section 2: That the budget appropriations shall be revised as follows:

General Government total of $15,840,631 be amended to $15,839,071, a decrease of $1,560.

Police total of $12,071,475 be amended to $12,111,035, an increase of $39,560.

Fire total of $10,093,440 be amended to $10,098,440, an increase of $5,000.

Development Services total of $2,881,721 be amended to $2,843,721, a decrease of $38,000.

State Street Aid total of $3,932,844 be amended to $4,432,844, an increase of $500,000.

Capital Projects total of $13,534,489 be amended to $13,572,489, an increase of $38,000.

Grants total of $2,599,006 be amended to $3,899,006, an increase of $1,300,000.

Wastewater total of $101,683,086 be amended to $101,683,536, an increase of $450.

ALL OTHER APPROPRIATIONS REMAIN THE SAME.

Section 3: This ordinance is enacted pursuant to and in compliance and conformity with Article 9, Section 9 of the Charter of the City of Columbia, with Notice of Public Hearing published on the 25th day of February, 2026, and it shall be executed and construed consistent with said charter and laws of the State of Tennessee.

Section 4: That all ordinances or parts of ordinances in conflict herewith are hereby repealed.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF COLUMBIA, TENNESSEE, THIS THE ____ DAY OF MARCH, 2026.

_____

CHARLES (CHAZ) M. MOLDER, MAYOR

ATTEST:

_____

THAD H. JABLONSKI, CITY RECORDER

LEGAL FORM APPROVED:

_____

JAKE HUBBELL, CITY ATTORNEY

APPROVED FOR FIRST CONSIDERATION:

_____

ANTHONY R. MASSEY, CITY MANAGER

Passed on 1st Consideration: _____

Passed on 2nd Consideration: _____

Summary of Appropriation Amendment #3
2nd Consideration - March 12th (3/12/26)

General City Admin		
Budget transfer to Capital Projects		38,000.00
Transfer funds from budgeted reserves for budget requests for Police		(39,560.00)
Total General City Admin	**$**	**(1,560.00)**
Police		
Budget funds for clothing budget request (TSFR budgeted reserves)		13,600.00
Budget funds for software maintenance - camera systems (TSFR budgeted reserves)		25,960.00
Total Police	**$**	**39,560.00**
Fire		
Budget Fire Dept. donation		5,000.00
Total Fire	**$**	**5,000.00**
Development Services		
Rebudget funds for Renovations to 1st floor - conference room		(38,000.00)
Total Development Services	**$**	**(38,000.00)**
TOTAL GENERAL FUND	**$**	**5,000.00**
Capital Projects		
Rebudget funds for Renovations to 1st floor - conference room		38,000.00
Total Capital Projects	**$**	**38,000.00**
Grants		
Budget Violent Crime Intervention Funds (VCIF) Grant		1,300,000.00
		-
Total Grants	**$**	**1,300,000.00**
Total Increase - All Funds (First Consideration)	**$**	**1,343,000.00**
State Street Aid		
Budget State Street Aid Paving remainder for approved FY 26 funding		500,000.00
Total State Street Aid	**$**	**500,000.00**
Wastewater Fund		
Budget US Bank Payment - Debt Service Fee Annual Amount		450.00
Total Wastewater (Sewer) Fund	**$**	**450.00**
Total Increase - All Funds (Second Consideration)	**$**	**500,450.00**
Total Increase - All Funds (First and Second Consideration)	**$**	**1,843,450.00**

CITY OF COLUMBIA
FY 2026 APPROPRIATION AMENDMENT #3
Second Consideration 3/12/26

1) Transfer/budget funds from budgeted reserves for budget requests for Police

Decrease Expenditures

11041900-OC800	$	39,560.00	General Govt - Reserves

Increase Expenditures

11042123-OC326	$	13,600.00	Police - Patrol - Controllable Assets
11042150-OC255	$	25,960.00	Police - Support Services - Software Services

2) Budget Fire Dept. donation

Increase Revenues

110-36720	$	5,000.00	Donations

Increase Expenditures

11042220-OC321	$	5,000.00	Fire - Suppression - Controllable Assets

3) Rebudget funds for Renovations to 1st floor - conference room

Decrease Expenditures

11043710-OC110	$	38,000.00	Development Services - Salaries

Increase Expenditures

41900-OC800	$	38,000.00	Gen Govt - Reserves

Increase Revenues

311-37940	$	38,000.00	TSFR from General Fund

Increase Expenditures

31143710-OC939	$	38,000.00	Grant Fund - JAG Grant - Operating Supplies

4) Budget Violent Crime Intervention Funds (VCIF) Grant

Increase Revenues

322-33458	$	1,300,000.00	Violent Crime Intervention Funds (VCIF) Grant

Increase Expenditures

32242155-OC800	$	1,300,000.00	Violent Crime Intervention Funds (VCIF) Grant - Reserves

Items added for Second Consideration on 3/12/26

5) Budget State Street Aid Paving remainder for approved FY 26 funding

Increase Revenues

12137110	$	500,000.00	Prior Year Revenue

Increase Expenditures

12143100-OC268	$	500,000.00	State Street Aid - Street Paving

6) Budget US Bank Payment - Debt Service Fee Annual Amount

Increase Revenues

412-37110	$	450.00	Prior Year Revenue

Increase Expenditures

41252227-OC689	$	450.00	WW - Pumping Stations - Bear Creek PS

FY 2026 Budget Summary - AA#3						
3/12/2026						
		SERVICES &		CAPITAL	DEBT	AA#3
Departments	PERSONNEL	SUPPLIES	TRANSFERS	OUTLAY	SERVICE	FY 2026
City Council	$98,627	$472,900	$0	$0	$0	$571,527
Legal Services	$278,494	$27,100	$0	$0	$0	$305,594
Management Info Systems	$409,408	$395,455	$0	$0	$0	$804,863
City Manager	$658,956	$301,888	$0	$0	$0	$960,844
Finance & City Recorder	$1,278,695	$62,398	$0	$0	$0	$1,341,093
Human Resources	$215,082	$37,488	$0	$0	$0	$252,570
General City Admin	$1,641,812	$6,141,297	$8,055,962	$0	$0	$15,839,071
Police	$10,121,754	$1,989,281	$0	$0	$0	$12,111,035
Fire	$9,207,355	$891,085	$0	$0	$0	$10,098,440
Streets & Maintenance	$3,621,471	$846,563	$0	$0	$0	$4,468,034
Development Services	$2,377,861	$465,860	$0	$0	$0	$2,843,721
Parks & Recreation	$3,946,607	$1,212,185	$0	$0	$0	$5,158,792
Total General Fund	$33,856,122	$12,843,499	$8,055,962	$0	$0	$54,755,583
State Street Aid Fund	$0	$2,146,823	$2,286,021	$0	$0	$4,432,844
N&V Chief's Fund	$0	$140,000	$0	$0	$0	$140,000
Street & Transportation Fund	$0	$80,000	$0	$0	$0	$80,000
Drug Fund	$0	$81,053	$40,000	$50,000	$0	$171,053
Solid Waste (Sanitation) Fund	$2,031,235	$2,356,077	$510,600	$0	$0	$4,897,912
Debt Service Fund	$0	$0	$0	$0	$1,338,969	$1,338,969
Capital Projects Fund	$0	$500,000	$0	$13,072,489	$0	$13,572,489
Grants Fund	$0	$2,045,000	$0	$1,854,006	$0	$3,899,006
Wastewater (Sewer) Fund	$4,341,608	$6,327,963	$0	$83,520,556	$7,493,409	$101,683,536
Grand Total	$40,228,965	$26,520,416	$10,892,582	$98,497,050	$8,832,378	$184,971,390

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Paul Keltner, AICP, Development Services Director pkeltner@columbiatn.gov 931-560-1560

AGENDA ITEM TITLE: PUBLIC HEARING ON ORDINANCE NO. 4583, AN ORDINANCE TO AMEND ORDINANCE NO. 4400 - THE SAME BEING THE ZONING ORDINANCE OF THE CITY OF COLUMBIA, TENNESSEE BY APPROVING THE PRELIMINARY PLANNED UNIT DEVELOPMENT MASTER PLAN FOR LOT 8A OF THE BEECHCROFT PLAZA PUD, OFF CAYER LANE AND NASHVILLE HIGHWAY AT TAX MAP 42 PARCEL 14.05.- WARD 5.

RECOMMENDATION: Conduct the Public Hearing.

INFORMATION: The applicant is requesting approval of a Preliminary PUD Master Plan for property at Nashville Highway and Cayer Lane, being Lot 8A of the Beechcroft Plaza Planned Unit Development. The proposed plan is for a new commercial build of an approximate 7,000 square foot AutoZone retailer. The Planning Commission reviewed this request at the February 11, 2026 meeting and recommended approval by a vote of five to zero. The required notice of Public Hearing was advertised February 18, 2026 in Main Street Maury.

CERTIFICATION: N/A

ATTACHMENTS: Ordinance No. 4583 PH Staff Report; Ordinance 4583; Exhibit A; DS Staff Report.

AN ORDINANCE TO AMEND ORDINANCE NO. 4400 - THE SAME BEING THE ZONING ORDINANCE OF THE CITY OF COLUMBIA, TENNESSEE BY APPROVING THE PRELIMINARY PLANNED UNIT DEVELOPMENT MASTER PLAN FOR LOT 8A OF THE BEECHCROFT PLAZA PUD, OFF CAYER LANE AND NASHVILLE HIGHWAY AT TAX MAP 42 PARCEL 14.05.

BE IT ORDAINED BY THE CITY OF COLUMBIA:

Section 1: That the City of Columbia Zoning Ordinance, the same being Ordinance No. 4400, and the zoning maps therein adopted be, and the same are hereby amended by approving the Preliminary Planned Unit Development Master Plan for Lot 8A of the Beechcroft Plaza PUD, off Cayer Lane and Nashville Highway, at Tax Map 42 Parcel 14.05.

Section 2: Said Planned Unit Development Master Plan is located in the Third Civil District of Maury County, Tennessee, within the corporate limits of the City of Columbia. The Preliminary PUD Master Plan for Lot 8A, which is attached hereto and incorporated herein by reference, is identified as Exhibit "A".

Section 3 This Ordinance is passed after review by the Columbia Municipal Planning Commission with a recommendation of approval, on the 11th day of February, 2026, and after a public hearing held on the 12th day of March, 2026, with notice of said hearing being given in Main Street Maury of Columbia, Tennessee, twenty-one (21) days or more before said hearing.

Section 4: That pursuant to Section 8.5.19.K.6 the City Council makes the following findings:

a. The proposed PUD Master Plan is in agreement with the Comprehensive Plan and any applicable local area plans;
b. It has been determined that the legal purposes for which zoning exists are not contravened;

c. It has been determined that there will be no adverse effect upon the Adjoining property owners unless such effect can be justified by the overwhelming public good or welfare;

Section 5: That ordinances or parts of ordinances in conflict herewith are hereby repealed.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF THE CITY OF COLUMBIA, TENNESSEE, This the 9th day of April, 2026.

_____
CHARLES (CHAZ) M. MOLDER, MAYOR

ATTEST:

_____
THAD H. JABLONSKI, CITY RECORDER

LEGAL FORM APPROVED:

_____
JAKE HUBBELL, CITY ATTORNEY

APPROVED FOR FIRST CONSIDERATION:

_____
ANTHONY R. MASSEY – CITY MANAGER

Passed on 1st consideration _____
Passed on 2nd consideration:_____

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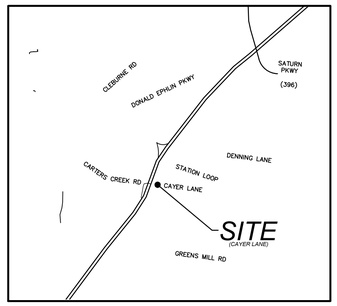

Location Map

SCALE: N.T.S.

Site Construction Drawings

Proposed

AutoZone Store #10682
Cayer Lane
Columbia, Maury County, TN 38401

Contents:

C0.0	COVER SHEET
1 OF 2	ALTA SURVEY / EXISTING CONDITIONS
2 OF 2	ALTA SURVEY / EXISTING CONDITIONS
C0.1	CONSTRUCTION NOTES AND LEGEND
D1.0	SITE DEMOLITION PLAN
C1.0	SITE PLAN
C1.A	SITE DETAILS
C1.1	GRADING PLAN
C1.2	DRAINAGE PLAN
C1.3	SITE UTILITIES PLAN
C1.4	EROSION PREVENTION & SEDIMENT CONTROL PLAN (EPSC)
C1.5	DETAILS
L1.0	LANDSCAPE PLAN
L1.1	LANDSCAPE NOTES AND DETAILS
PH-1	PHOTOMETRIC PLAN

Applicant / Developer:

AutoZone Development, LLC
c/o Wade Davis
123 S. Front Street, 3rd Floor
Memphis, Tennessee 38103
(901) 495-8701

Property Owner:

AutoZone Development, LLC
123 South Front Street, 3rd Floor
Memphis, Tennessee 38103

Architect:

AutoZone Development, LLC
c/o: George Callow
123 S. Front Street, 3rd Floor
Memphis, Tennessee 38103
(901) 495-8705

Civil Engineer:

Prism Engineering & Design Group, LLC
c/o: Jason L. Hall, PE
2309 Watterson Trail, Suite 200
Louisville, Kentucky 40299
(502) 491-8891 Ext. 1

Date:
December 9, 2025

UTILITY CONTACT INFORMATION

ELECTRIC PROVIDER
COLUMBIA POWER & WATER SYSTEM
201 PICKENS LANE
COLUMBIA, TN 38401
931-388-4833
MATT WHEELER, PE
MATT.WHEELER@CPWS.COM

GAS SERVICE
ATMOS ENERGY
810 NASHVILLE HWY
COLUMBIA, TN 38401
931-388-9136

WATER SERVICE
COLUMBIA POWER & WATER SYSTEM
201 PICKENS LANE
COLUMBIA, TN 38401
931-388-4833
MATT WHEELER, PE
MATT.WHEELER@CPWS.COM

TDOT
REGION 3 - DISTRICT 39
2099 FAYETTEVILLE HWY
BELFAST, TN 37109
931-270-5030

SANITARY SEWER
CITY OF COLUMBIA
WASTEWATER DPT
1244 TREATMENT PLANT ROAD
COLUMBIA, TN 38401
931-560-1001
RYAN FILIPKOWSKI
RFILIPKOWSKI@COLUMBIATN.GOV

STORM WATER
CITY OF COLUMBIA
PUBLIC WORKS DPT
1244 TREATMENT PLANT ROAD
COLUMBIA, TN 38401
931-388-8650
JEFF RIGGINS
JRIGGINS@COLUMBIATN.GOV

PLANNING DEPARTMENT
CITY OF COLUMBIA
DEVELOPMENT DPT
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COLUMBIA, TN 38401
931-560-1560
MELISSA SANDERS
MSANDERS@COLUMBIATN.GOV

PRISM ENGINEERING
2309 WATTERSON TRAIL, SUITE 200
LOUISVILLE, KENTUCKY 40299
OFFICE: (502) 491-8891
FAX: (502) 491-8898
WWW.PRISM-CIVIL.COM
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PE PROJ. # 225005-E1

NORTH

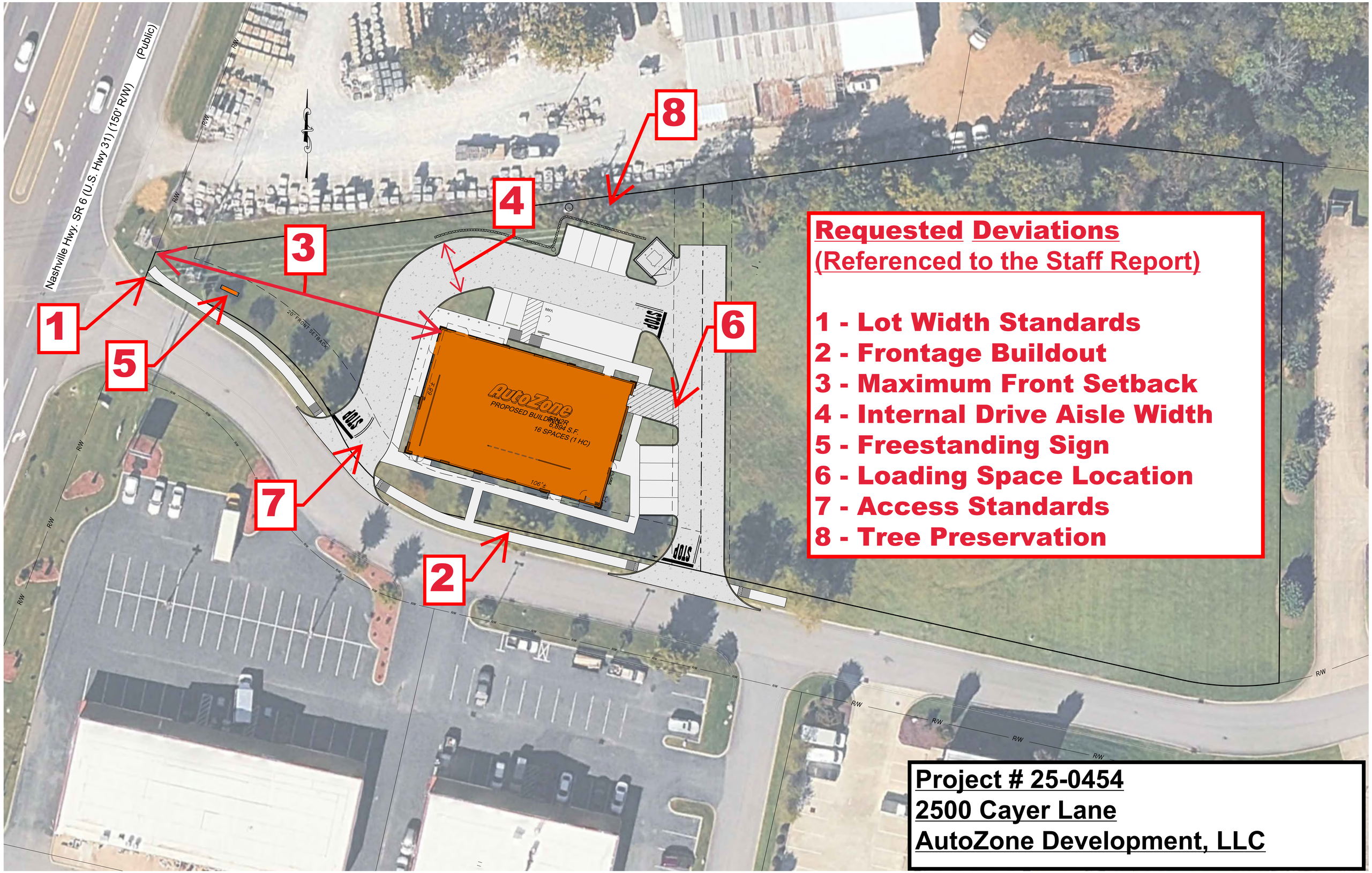
REVISIONS
1 | 2 | 3 | 4 | 5 | 6

AutoZone Store No. 10682
CAYER LANE
COLUMBIA TN 38401
COVER SHEET

Owner / Developer:
AUTOZONE DEVELOPMENT LLC
123 South Front Street, 3rd Floor
Memphis, Tennessee 38103
TEL.: (901) 495-8701 FAX: (901) 495-8969
For Bidding & Contractor Information Contact:
Dodge Data & Analytics, Tel. 413-930-4215
Cindy.searcy@construction.com

JASON L. HALL REGISTERED ENGINEER AGRICULTURE No. 120975 STATE OF TENNESSEE
12.9.25

12/09/25
57N2R
C0.0



Requested Deviations
(Referenced to the Staff Report)

1 - Lot Width Standards
2 - Frontage Buildout
3 - Maximum Front Setback
4 - Internal Drive Aisle Width
5 - Freestanding Sign
6 - Loading Space Location
7 - Access Standards
8 - Tree Preservation

Project # 25-0454
2500 Cayer Lane
AutoZone Development, LLC

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GENERAL NOTES

1. PROPERTY LINE AND RIGHT-OF-WAY MONUMENTS SHALL NOT BE DISTURBED BY CONSTRUCTION. IF DISTURBED, THEY SHALL BE RESET TO THEIR ORIGINAL LOCATIONS AT THE CONTRACTOR'S EXPENSE BY A REGISTERED LAND SURVEYOR.
2. PROOF ROLL BUILDING AND ALL PARKING AREAS. NOTIFY AUTOZONE OF ANY UNACCEPTABLE AREAS.
3. BUILDING DIMENSIONS SHOWN ON THE CIVIL ENGINEERING PLANS ARE FOR REFERENCE PURPOSES ONLY, CONTRACTOR SHALL USE THE ARCHITECTURAL AND STRUCTURAL PLANS FOR EXACT BUILDING DIMENSIONS.
4. ALL SITE DIMENSIONS ARE REFERENCED TO THE FACE OF CURBS OR EDGE OF PAVING UNLESS OTHERWISE NOTED.
5. ALL SIDEWALKS, CURB AND GUTTER, STREET PAVING, CURB CUTS, DRIVEWAY APPROACHES, HANDICAP RAMPS, ETC. CONSTRUCTED OUTSIDE THE PROPERTY LINE IN THE RIGHT-OF-WAY SHALL CONFORM TO ALL MUNICIPAL AND/OR STATE SPECIFICATIONS AND REQUIREMENTS.
6. ALL DISTURBANCE INCURRED TO ANY ADJOINING PROPERTY DUE TO CONSTRUCTION OR DEMOLITION SHALL BE RESTORED TO THE PREVIOUS CONDITION OR BETTER, AND TO THE SATISFACTION OF THE CITY OR STATE AUTHORITY.
7. THE CONTRACTOR SHALL PROVIDE AS-BUILT RECORDS OF ALL CONSTRUCTION (INCLUDING UNDERGROUND UTILITIES) TO AUTOZONE AT THE END OF CONSTRUCTION.
8. CONTRACTOR SHALL PROVIDE FULL AS-BUILT TOPOGRAPHIC SURVEY OF THE SITE CERTIFIED BY A LAND SURVEYOR LICENSED IN THE STATE OF TENNESSEE.

BULK AREA REQUIREMENTS

LOCATION: CAYER LANE, COLUMBIA, TN 38401		
PARCEL ID: 042 01405 000		
ZONE: PUD-MU		
USE: RETAIL – AUTO PARTS SALES (ENTIRE PARCEL; 0.83± ACRES)		
ITEM	REQUIREMENTS	PROVIDED
MINIMUM LOT AREA	--	0.832 AC. (36,242 S.F.)
MINIMUM LOT FRONTAGE	--	342.2 FT.
MINIMUM FRONT SETBACK (BUILDING)	20 FT.	20.0 FT.
MINIMUM SIDE SETBACK (BUILDING)	10-24 FT.	N/A
MINIMUM REAR SETBACK (BUILDING)	NR	20 FT.
MAXIMUM BUILDING HEIGHT	35 FT.	23 FT.

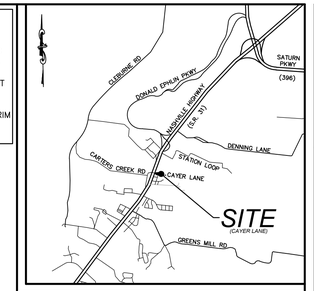
PARKING INFORMATION

ITEM	REQUIREMENTS	PROVIDED
BUILDING SIZE	--	6,894 S.F.
PARKING REQUIRED	1 SP. PER 500 S.F. = 14 SPACES OF GROSS FLOOR AREA,	16 SPACES
MIN. PARKING DIM.	9 FT. X 18 FT.	9 FT. X 18 FT.
MIN. DRIVEWAY WIDTH	24' (MIN.)	24 FT (MIN.)
ACCESSIBLE SPACES	1 SPACE	1 SPACE
LOADING SPACE	1 SPACE (10 FT. X 50 FT.)	1 SPACE

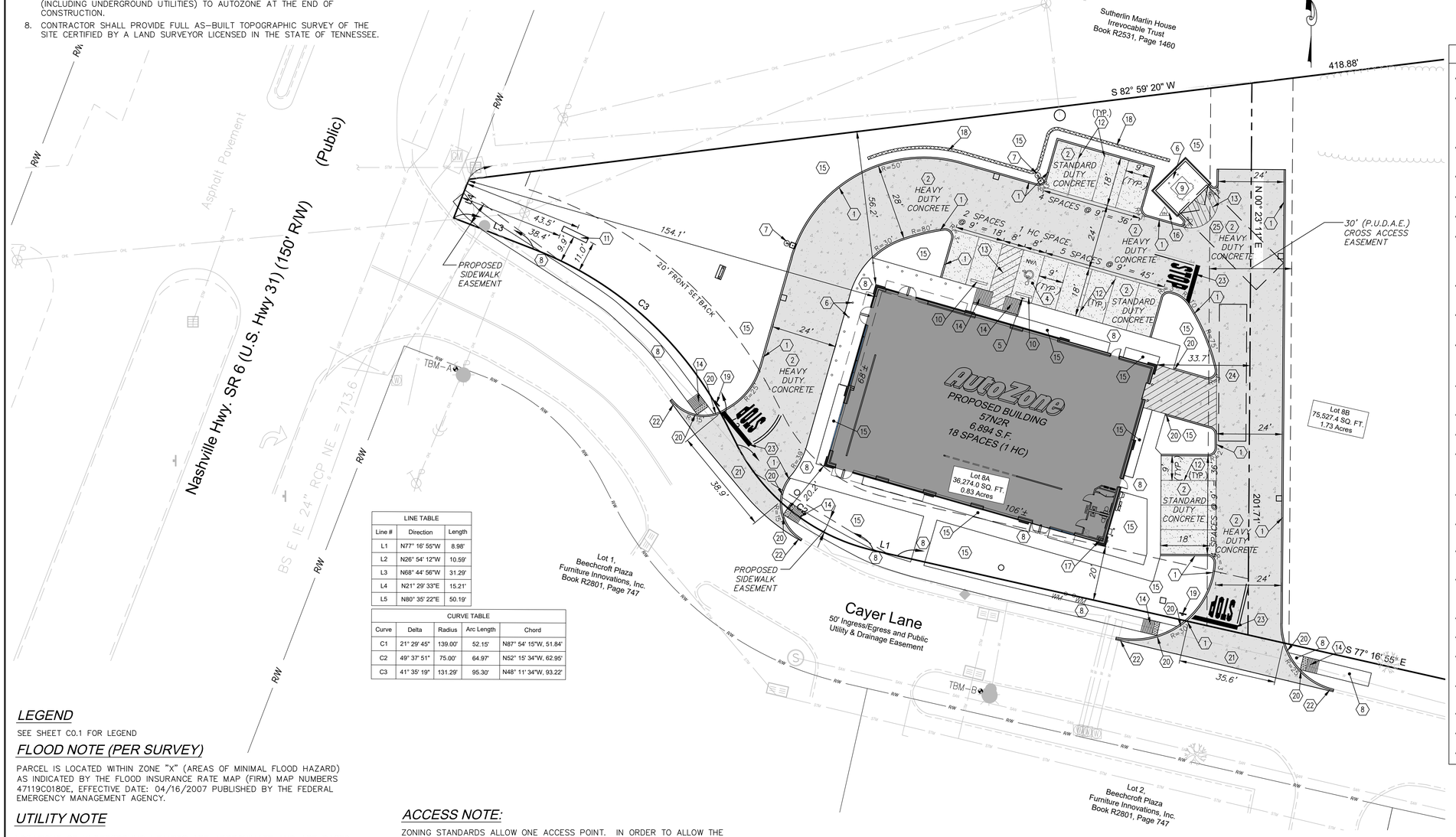
BENCHMARK

DATUM: NAVD 88

SITE TBMS
- BM "A": YELLOW MAG SPIKE IN POWER POLE. ELEVATION=718.49'
- BM "B": "TCN" IN BOLT OF FIRE HYDRANT. ELEVATION=715.72'
- BM "C": "TCN" EAST RIM OF SEWER MANHOLE. ELEVATION=708.82'



Vicinity Map
Not To Scale



LINE TABLE		
Line #	Direction	Length
L1	N77° 16' 55"W	8.98'
L2	N26° 54' 12"W	10.59'
L3	N68° 44' 56"W	31.29'
L4	N21° 29' 33"E	15.21'
L5	N80° 35' 22"E	50.19'

CURVE TABLE				
Curve	Delta	Radius	Arc Length	Chord
C1	21° 29' 45"	139.00'	52.15'	N87° 54' 15"W, 51.84'
C2	49° 37' 51"	75.00'	64.97'	N52° 15' 34"W, 62.95'
C3	41° 35' 19"	131.29'	95.30'	N48° 11' 34"W, 93.22'

KEYNOTES

1. CONCRETE CURB – SEE DETAILS 1 & 2/C1.A.
2. CONCRETE PAVING – SEE DETAIL 4/C1.A. EXPANSION AND CONTROL JOINTS – SEE DETAILS 21 & 22/C1.A MAXIMUM SPACING FOR CONTROL JOINTS IS 15'-0" O.C. EACH WAY.
3. ASPHALT PAVING – SEE DETAIL 5/C1.A G.C. TO PROVIDE ALTERNATE BID FOR CONCRETE PAVING
4. HANDICAP PARKING AREA – SEE DETAILS 6 & 7/C1.A.
5. HANDICAP PARKING SIGN – SEE DETAIL 12/C1.A.
6. PIPE GUARD – SEE DETAILS 14, 15 & 16/C1.A.
7. CONCRETE LIGHT POLE BASE – SEE DETAIL 13/C1.A. LOCATE 3'-0" FROM BACK OF CURB OR SIDEWALK TO CENTER OF BASE. AIM LIGHT FIXTURE IN DIRECTION AS INDICATED.
8. CONCRETE SIDEWALK – SEE DETAIL 19 & 20/C1.A FOR SIDEWALKS AROUND BUILDING.
9. DUMPSTER LAYOUT – 6' BRICK ENCLOSURE W/ GATES – SEE DETAILS 8, 9, 10 & 11/C1.A.
10. 6'-0" LONG CONCRETE WHEEL STOP, PINNED TO PAVEMENT – SEE DETAIL 17/C1.A. LOCATE 2'-6" FROM FACE OF CURB OR SIDEWALK.
11. MONUMENT SIGN. 10' HEIGHT, 50 S.F. MAX. SEE SIGNAGE DRAWINGS (UNDER SEPARATE PERMIT).
12. 4" WIDE PARKING STRIPE PAINTED WHITE (TYP.).
13. 4" WIDE DIAGONAL STRIPES PAINTED WHITE @ 2 FT. O.C.
14. CONCRETE HANDICAP RAMP – MAXIMUM SLOPE 1:12 (8.33%) (PER A.D.A. REQUIREMENTS). MAXIMUM CROSS SLOPE 1:50 (2.00%).
15. NEW LANDSCAPE AREA – PROVIDE SOD AND 3" TOPSOIL – SEE SHEET L1.0 FOR ADDITIONAL INFORMATION.
16. PROPOSED YARD HYDRANT. COORDINATE LOCATION WITH MEP PLANS.
17. INTERNAL ROOF DRAIN LEADER TO CONNECT TO STORM SEWER. SEE DRAINAGE PLAN AND ARCHITECTURAL PLANS.
18. RETAINING WALL. WALL MATERIAL SHALL BE STAINED ON STAMPED CONCRETE OR SPLIT FACE BLOCK. SEE STRUCTURAL DRAWINGS.
19. STOP SIGN – SEE DETAIL 25/C1.A
20. TAPER CURB TO FLUSH.
21. NEW CURB CUT & APPROACH PER LOCAL CODES & SPECS.
22. NEW CONCRETE CURB & GUTTER TO MEET ALL LOCAL & STATE D.O.T. REQUIREMENTS.
23. STOP BAR (THERMOPLASTIC) – SEE DETAIL 26/C1.A.
24. LOADING SPACE (10' X 50').
25. 14' X 40' CLEAR DUMPSTER ACCESS APPROACH.

LEGEND

SEE SHEET C0.1 FOR LEGEND

FLOOD NOTE (PER SURVEY)

PARCEL IS LOCATED WITHIN ZONE "X" (AREAS OF MINIMAL FLOOD HAZARD) AS INDICATED BY THE FLOOD INSURANCE RATE MAP (FIRM) MAP NUMBERS 47119C0180E, EFFECTIVE DATE: 04/16/2007 PUBLISHED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY.

UTILITY NOTE

LOCATIONS OF UNDERGROUND UTILITIES ARE APPROXIMATE AND ARE BASED UPON AN ALTA/NSPS LAND TITLE SURVEY PREPARED BY CESO INC., NEITHER THE ENGINEER NOR HIS REPRESENTATIVES HAVE VERIFIED OR OBSERVED THE ACTUAL INSTALLATION OF THE UTILITIES SHOWN. EXACT LOCATIONS OF ALL EXISTING UTILITIES ARE NOT CERTAIN.

UTILITY PROTECTION NOTE

ALL UTILITIES ON THESE PLANS ARE APPROXIMATE. INDIVIDUAL SERVICE LINES ARE NOT SHOWN. THE CONTRACTOR OR SUB-CONTRACTOR SHALL NOTIFY THE UTILITY PROTECTION CENTER "TENNESSEE 811" (TOLL-FREE PHONE NO. 1-800-351-1111 OR LOCAL 615-367-1110), 48 HOURS IN ADVANCE OF ANY CONSTRUCTION ON THIS PROJECT. THIS NUMBER WAS ESTABLISHED TO PROVIDE ACCURATE LOCATION OF EXISTING BELOW GROUND UTILITIES (I.E.: CABLES, ELECTRICAL WIRES, TELEPHONE LINES, GAS, AND WATERLINES). THE CONTRACTOR SHALL BE RESPONSIBLE FOR BECOMING FAMILIAR WITH ALL UTILITY REQUIREMENTS SET FORTH ON THE PLANS AND IN THE TECHNICAL SPECIFICATIONS AND SPECIAL PROVISIONS.

ACCESS NOTE:

ZONING STANDARDS ALLOW ONE ACCESS POINT. IN ORDER TO ALLOW THE AUTOZONE DELIVERY TRUCK TO SAFELY ENTER AND EXIT THE SITE, APPROVAL OF ONE DIRECT ACCESS CONNECTION (TWO-WAY TRAFFIC) TO CAYER LANE (WEST SIDE OF SITE) AND ONE ACCESS CONNECTION (TWO-WAY TRAFFIC) TO THE PROPOSED SHARED ACCESS DRIVE (EAST SIDE OF SITE) IS REQUESTED. THIS ACCESS REQUEST IS CONSISTENT WITH OTHER LOTS ALONG CAYER LANE. THE PROPOSED WESTERN ACCESS POINT IS POSITIONED AT THE LOCATION OF THE EXISTING DRIVEWAY TURNOUT THAT CURRENTLY EXISTS FOR THE SITE. ADDITIONALLY, THE PROPOSED WESTERN ACCESS POINT IS ALIGNED WITH THE EXISTING TWO-WAY ACCESS POINT LOCATED ON THE SOUTH SIDE OF CAYER LANE. THE PROPOSED ACCESS AT THE EAST SIDE OF THE SITE IS A SHARED ACCESS DRIVE, WHICH WILL BE SHARED BY BOTH LOT 8A AND LOT 8B.

Tennessee811

GRAPHIC SCALE IN FEET
20 10 0 20 40 60
1 INCH = 20 FEET

PRISM ENGINEERING
2309 WATTERSON TRAIL, SUITE 200
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FAX: (502) 491-8898
WWW.PRISM-CIVIL.COM
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PE PRISM ENGINEERING

PE PROJ. # 225005-E1

REVISIONS

1	01/14/26 REVISED PER AGENCY	4	5	6
2			
3			

Owner / Developer:
AUTOZONE DEVELOPMENT LLC
123 South Front Street, 3rd Floor
Memphis, Tennessee 38103
TEL.: (901) 495-8701 FAX: (901) 495-8969
For Bidding & Contractor Information Contact:
Dodge Data & Analytics. Tel. 413-930-4215
Cindy.searcy@construction.com

JASON L. HALL REGISTERED ENGINEER AGRICULTURE No. 120978 STATE OF TENNESSEE 01.14.26

AutoZone Store No. 10682
CAYER LANE
COLUMBIA TN 38401
SITE PLAN

12/09/25

57N2R

C1.0

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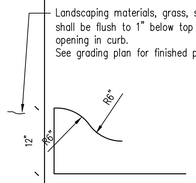
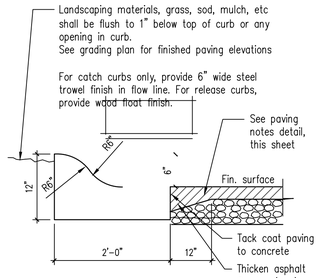


NO SCALE



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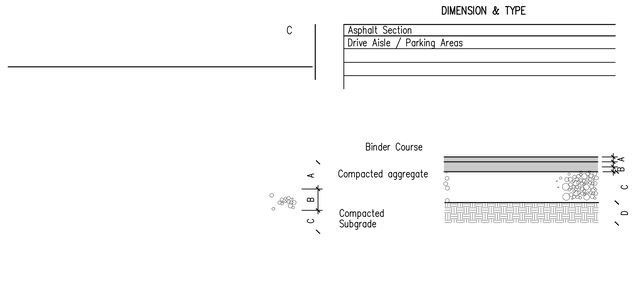

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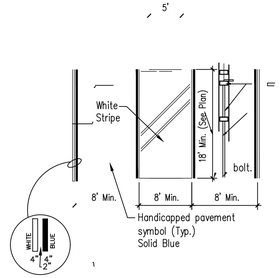
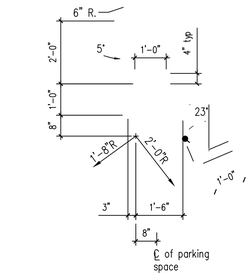
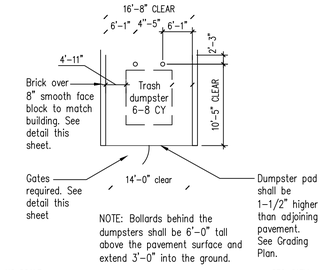
ASPHALT PAVING SECTION



HANDICAP PARKING DETAIL

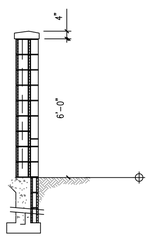


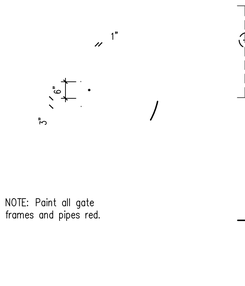
INT'L BARRIER FREE SYMBOL

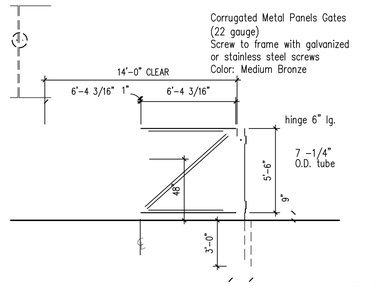


NO SCALE SEC-C17M

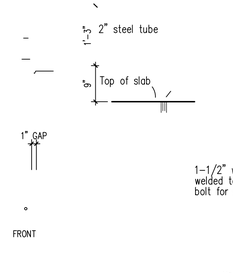
8 BRICK DUMPSTER LAYOUT



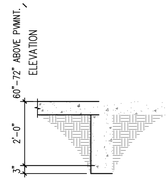




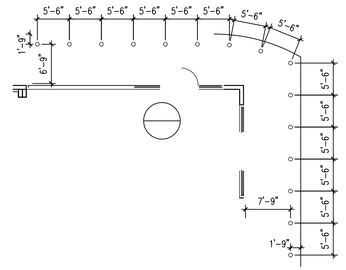
SEC-C18



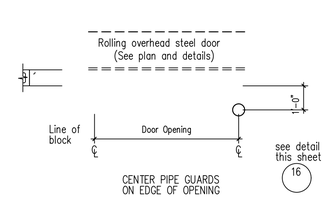
SEC-C19



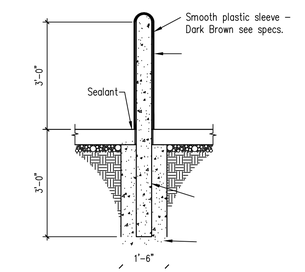
TYPICAL HANDICAP SIGN



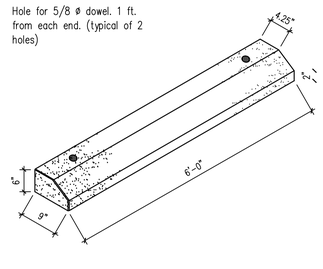
BOLLARD LAYOUT PLAN



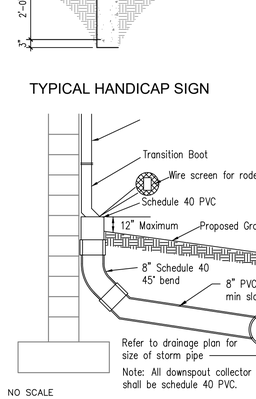
PIPE GUARD @ ROLL-UP DOOR



NO SCALE SEC-C07

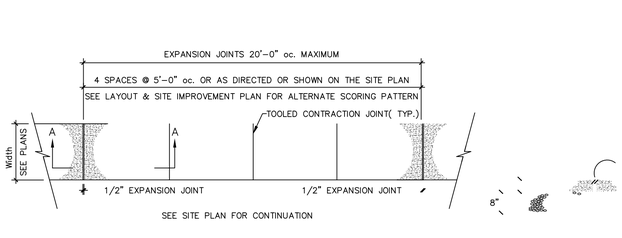


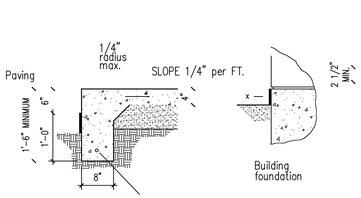
WHEEL STOP DETAIL



NO SCALE

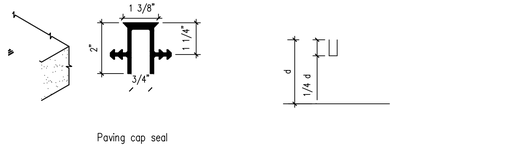
13 TYPICAL LIGHT POLE





SEC-C30

TYPICAL WALK SECTION

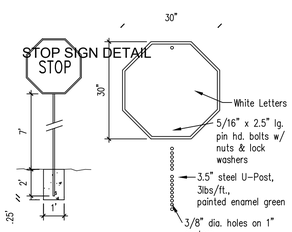


Paving cap seal
1/2" dia. x 12" smooth dowels @ 12" O.C. Coat

TYPICAL EXPANSION JOINT

TYPICAL CONTROL JOINT

NOTE: DETAILS SHOWN ON THIS SHEET WERE PROVIDED BY AUTOZONE AND ARE INCLUDED IN THESE PLANS FOR INFORMATIONAL PURPOSES. PRISM ENGINEERING DOES NOT CERTIFY OR ASSUME RESPONSIBILITY FOR THESE DETAILS.



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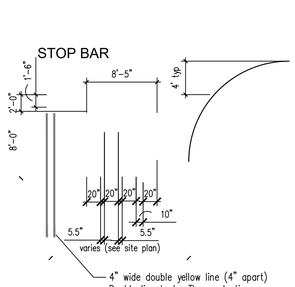
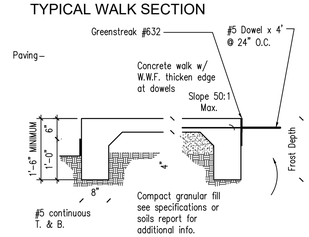
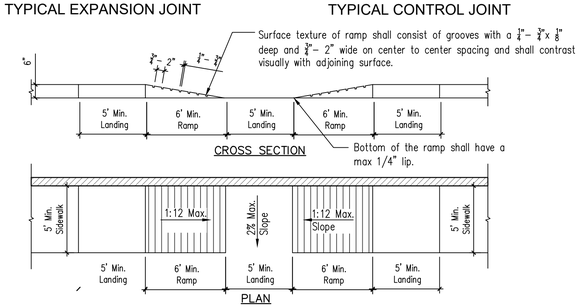




Where frost depth is greater than 24" extend walk turn down to frost depth and fill area under walk extending 24" beyond edge of door opening with compacted granular fill to one half the frost depth.



Owner / Developer:
AUTOZONE DEVELOPMENT LLC
123 South Front Street, 3rd Floor
Memphis, Tennessee 38103
TEL: (901) 495-8701 FAX: (901) 495-8969
For Bidding & Contractor Information Contact:
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JASON L. HALL REGISTERED ENGINEER AGRICULTURE CIVIL STRUCTURES No. 120128 STATE OF TENNESSEE 01.12.26

Tennessee811

PRISM ENGINEERING
2309 Watterson Trail, Suite 200
Louisville, Kentucky 40299
Office: (502) 491-8891
Fax: (502) 491-8898
www.prism-civil.com
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PE PRISM ENGINEERING

PE PROJ. # 225005E1

REVISIONS

1	2	3
4	5	6

AutoZone Store No. 10682
CAYER LANE
COLUMBIA TN 38401

SITE DETAILS

12/09/25

57N2R

C1.A

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PLANTING SCHEDULE				
QUANTITY	KEY	BOTANICAL NAME	COMMON NAME	SIZE / REMARKS
TREES				
8	NS	Nyssa Sylvatica	Blackgum	2"Caliper, 8'min. ht.
6	MA	Magnolia Acuminata	Cucumber tree	2"Caliper, 8'min. ht.
SHRUBS				
99	BM	Buxus Microphylla 'Winter Gem'	Winter Gem Boxwood	3' o.c., 24" min. ht
71	JV	Juniperus Virginiana 'Grey Owl'	Grey Owl Juniper	3' o.c., 24" min. ht

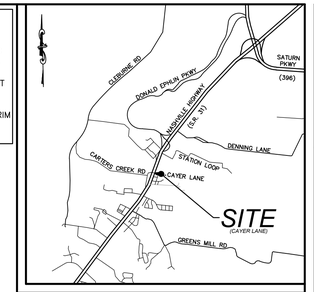
LEGEND

PROPOSED TREES

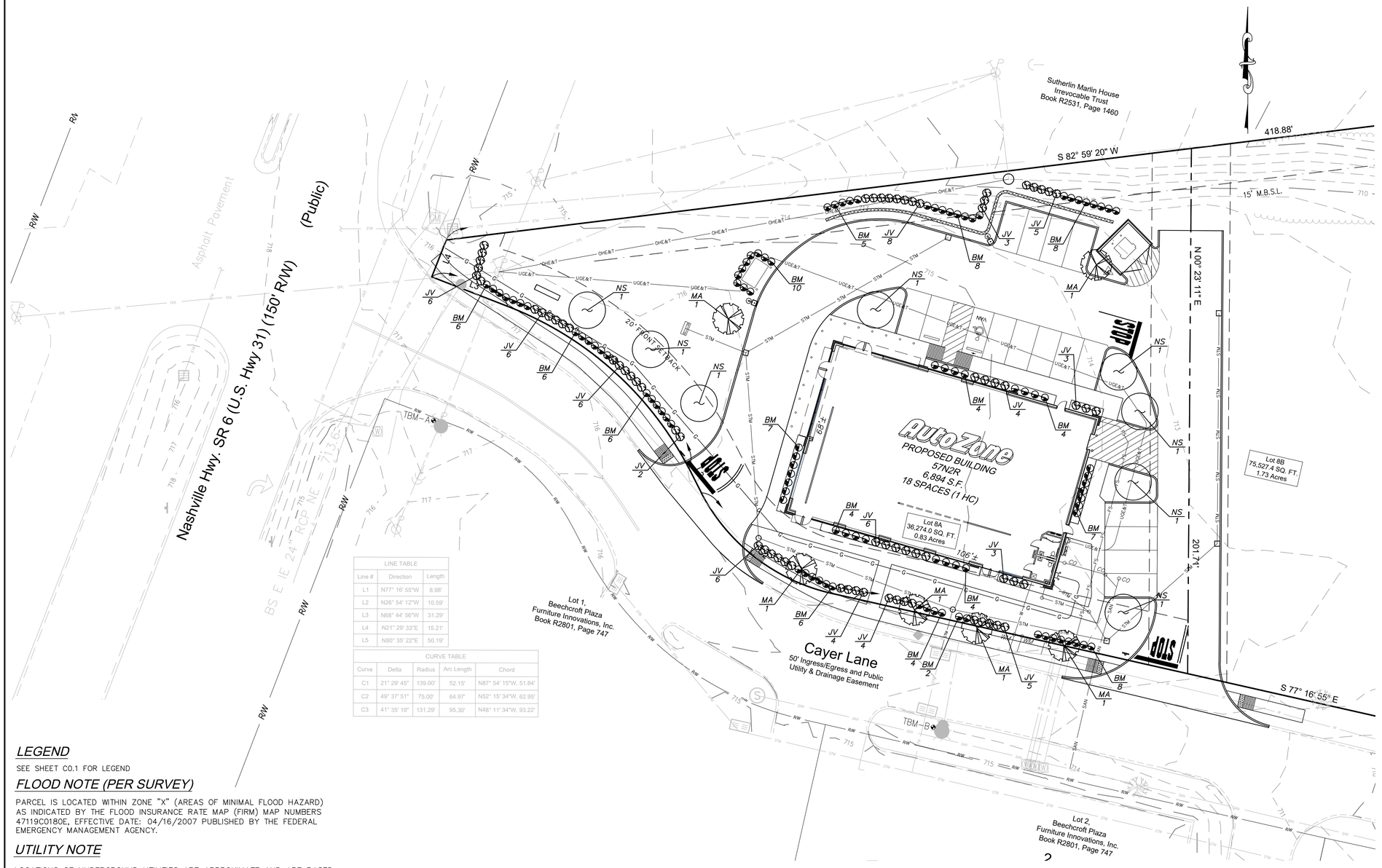
PROPOSED SHRUB

BENCHMARK
DATUM: NAVD 88

SITE TBMS
- BM "A": YELLOW MAG SPIKE IN POWER POLE. ELEVATION=718.49'
- BM "B": "TCN" IN BOLT OF FIRE HYDRANT. ELEVATION=715.72'
- BM "C": "TCN" EAST RIM OF SEWER MANHOLE. ELEVATION=708.82'



Vicinity Map
Not To Scale



LINE TABLE		
Line #	Direction	Length
L1	N77° 16' 55"W	8.98'
L2	N26° 54' 12"W	10.59'
L3	N68° 44' 56"W	31.29'
L4	N21° 29' 33"E	15.21'
L5	N80° 35' 22"E	50.19'

CURVE TABLE				
Curve	Delta	Radius	Arc Length	Chord
C1	21° 29' 45"	139.00'	52.15'	N87° 54' 15"W, 51.84'
C2	49° 37' 51"	75.00'	64.97'	N52° 15' 34"W, 62.95'
C3	41° 35' 19"	131.29'	95.30'	N48° 11' 34"W, 93.22'

LANDSCAPING REQUIREMENTS

INTERIOR REQUIREMENTS
REQUIRED:
1 LANDSCAPE ISLAND / 10 PARKING SPACES
EACH ROW OF PARKING MUST TERMINATE WITH A LANDSCAPE ISLAND
1 TREE / LANDSCAPE ISLAND
PROVIDED: (16 PARKING SPACES)
4 LANDSCAPE ISLANDS
6 TREES

VEHICLE USE AREA
REQUIRED:
1 TREE / 2000 SF OF PARKING AREA
PROVIDED: (11,896 SF OF VUA)
7 TREES

STREET SCREENING
REQUIRED:
CONTINUOUS HEDGE ROW (EVERGREEN)
1 TREE / 50 LF OF FRONTAGE
PROVIDED: (342 LF OF FRONTAGE)
7 TREES

FOUNDATION PLANTINGS
REQUIRED:
1 SHRUB PER 10 LF OF BUILDING FACADE

NORTH FACADE = 106'±
REQUIRED: 106' / 1 SHRUB / 10 LF = 11 SHRUBS
PROVIDED: 15 SHRUBS

SOUTH FACADE = 106'±
REQUIRED: 106' / 1 SHRUB / 10 LF = 11 SHRUBS
PROVIDED: 17 SHRUBS

WEST FACADE = 68'±
REQUIRED: 68' / 1 SHRUB / 10 LF = 7 SHRUBS
PROVIDED: 7 SHRUBS

EAST FACADE = 68'±
REQUIRED: 68' / 1 SHRUB / 10 LF = 7 SHRUBS
PROVIDED: 7 SHRUBS

LEGEND

SEE SHEET C0.1 FOR LEGEND

FLOOD NOTE (PER SURVEY)

PARCEL IS LOCATED WITHIN ZONE "X" (AREAS OF MINIMAL FLOOD HAZARD) AS INDICATED BY THE FLOOD INSURANCE RATE MAP (FIRM) MAP NUMBERS 47119C0180E, EFFECTIVE DATE: 04/16/2007 PUBLISHED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY.

UTILITY NOTE

LOCATIONS OF UNDERGROUND UTILITIES ARE APPROXIMATE AND ARE BASED UPON AN ALTA/NSPS LAND TITLE SURVEY PREPARED BY CESO INC., NEITHER THE ENGINEER NOR HIS REPRESENTATIVES HAVE VERIFIED OR OBSERVED THE ACTUAL INSTALLATION OF THE UTILITIES SHOWN. EXACT LOCATIONS OF ALL EXISTING UTILITIES ARE NOT CERTAIN.

UTILITY PROTECTION NOTE

ALL UTILITIES ON THESE PLANS ARE APPROXIMATE. INDIVIDUAL SERVICE LINES ARE NOT SHOWN. THE CONTRACTOR OR SUB-CONTRACTOR SHALL NOTIFY THE UTILITY PROTECTION CENTER "TENNESSEE 811" (TOLL-FREE PHONE NO. 1-800-351-1111 OR LOCAL 615-367-1110), 48 HOURS IN ADVANCE OF ANY CONSTRUCTION ON THIS PROJECT. THIS NUMBER WAS ESTABLISHED TO PROVIDE ACCURATE LOCATION OF EXISTING BELOW GROUND UTILITIES (I.E.: CABLES, ELECTRICAL WIRES, TELEPHONE LINES, GAS, AND WATERLINES). THE CONTRACTOR SHALL BE RESPONSIBLE FOR BECOMING FAMILIAR WITH ALL UTILITY REQUIREMENTS SET FORTH ON THE PLANS AND IN THE TECHNICAL SPECIFICATIONS AND SPECIAL PROVISIONS.

Tennessee811

GRAPHIC SCALE IN FEET
20 10 0 20 40 60
1 INCH = 20 FEET

REVISIONS

1	02/02/26 REVISED PER AGENCY REVIEW	4	
2		5	
3		6	

AutoZone Store No. 10682
2503 CAYER LANE
COLUMBIA TN 38401
LANDSCAPE PLAN

Owner / Developer:
AUTOZONE DEVELOPMENT LLC
123 South Front Street, 3rd Floor
Memphis, Tennessee 38103
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JASON L. HALL REGISTERED ENGINEER AGRICULTURE No. 120978 STATE OF TENNESSEE
02-02-26

12/09/25

57N2R

L1.0

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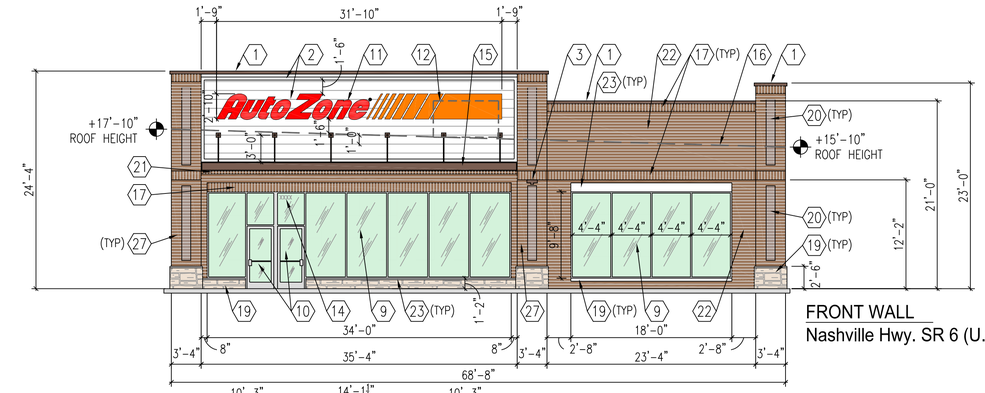
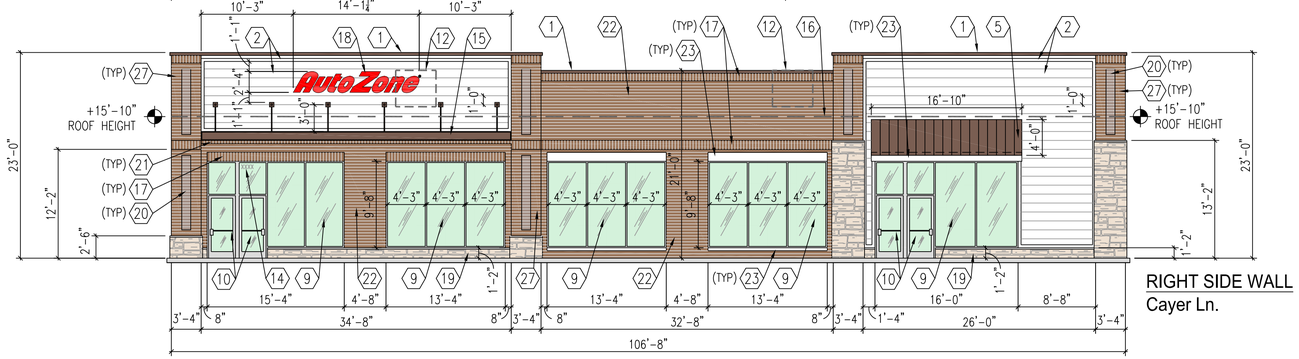
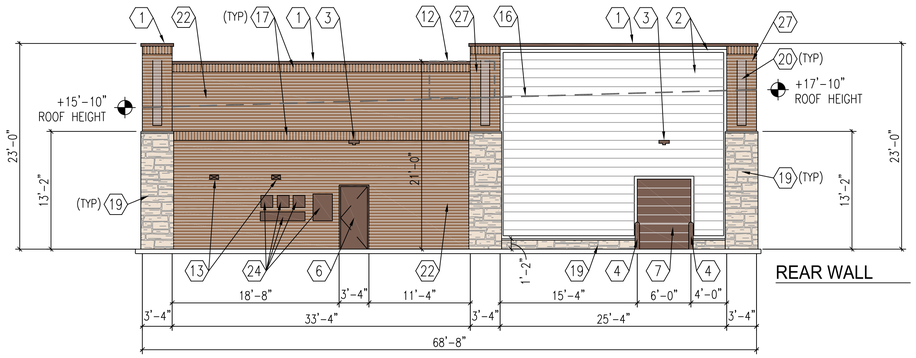


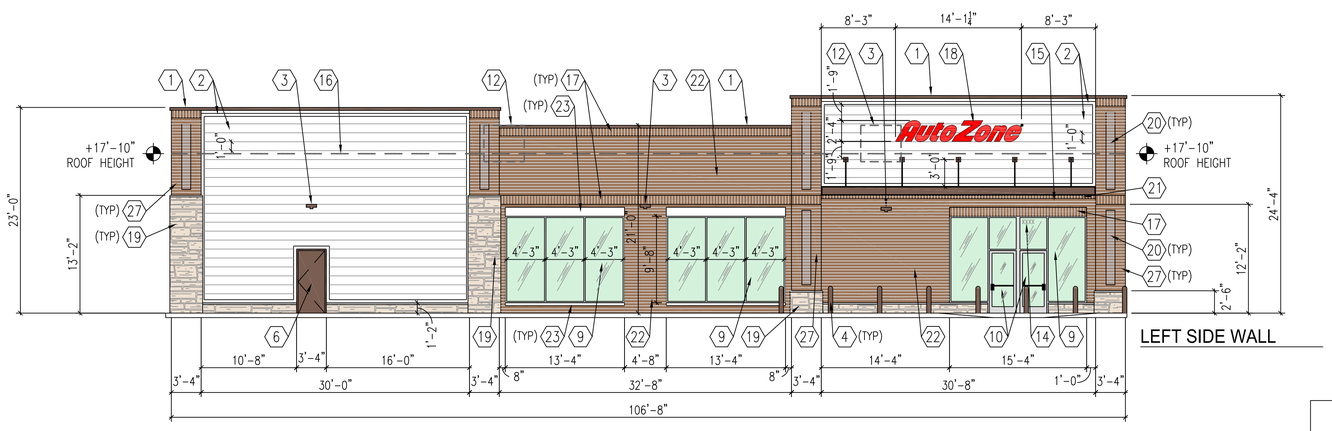
FRONT WALL
Nashville Hwy. SR 6 (U.S. Hwy 31)



RIGHT SIDE WALL
Cayer Ln.



REAR WALL



LEFT SIDE WALL

ROOF HEIGHT

1/8" = 1'-0"

1 EXTERIOR ELEVATIONS

CITY OF COLUMBIA, TN – TITLE 14, CH. 2 ZONING ORDINANCE – ARTICLE 4: BUILDING, LOT & BUILDING SITE STANDARDS – TABLE 4.3.1-M DISTRICT STANDARDS – PLANNED UNIT DEVELOPMENT – MIXED USE, PG 161:

FAÇADE GLAZING
- NON-SHOPFRONT 20% – 60% OF TOTAL GROUND FLOOR FAÇADE AREA
- SHOPFRONT: MIN. 50% OF TOTAL GROUND FLOOR FAÇADE AREA

SHOPFRONT MIN. 50% ELEVATION: FRONT	SQ.FT.	PROVIDED %
TOTAL SURFACE AREA	904	
TOTAL GLAZING	511	57%

SHOPFRONT MIN. 50% ELEVATION: RIGHT SIDE WALL	SQ.FT.	PROVIDED %
TOTAL SURFACE AREA	1491	
TOTAL GLAZING	798	54%

NON-SHOPFRONT 20% – 60% ELEVATION: LEFT SIDE WALL	SQ.FT.	PROVIDED %
TOTAL SURFACE AREA	1988	
TOTAL GLAZING	414	21%

GENERAL NOTES:
1. REFER TO SECTION 09900 OF THE SPECIFICATIONS FOR PAINT AND EXTERIOR COATINGS. ALL COLORS ARE BY SHERWIN-WILLIAMS PAINT COMPANY.
2. PAINT RESTROOM WALL VENTS TO MATCH THE ADJACENT WALL COLOR.
3. SEALANT AT EXPANSION JOINTS TO MATCH ADJACENT WALL COLOR.
4. ALL MASONRY JOINTS TO BE CONCAVE TOOLED.

4 GENERAL NOTES

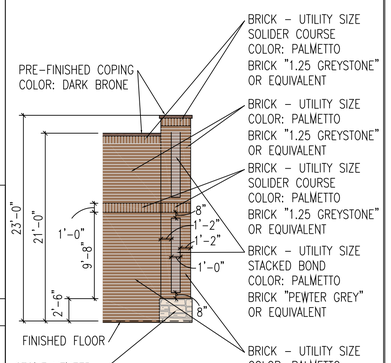
SIGNAGE NOTES:
1. AUTOZONE'S SIGN VENDOR WILL FURNISH AND INSTALL ALL SIGNS UNLESS OTHERWISE SPECIFICALLY NOTED ON THE DRAWINGS. WALL SIGNS TO BE INSTALLED ON SURFACES THAT ARE FURNISHED AND PREPARED BY GENERAL CONTRACTOR.
2. SIGN INSTALLER SHALL OBTAIN SIGN PERMITS AND INSTALL ALL FREESTANDING SIGNS AND THEIR FOUNDATIONS UNLESS NOTED OTHERWISE. GENERAL CONTRACTOR SHALL INSURE SIGN LOCATION IS TO GRADE AND SHALL MARK WHERE SIGN IS TO BE LOCATED.
3. GENERAL CONTRACTOR IS RESPONSIBLE FOR INSTALLATION OF PRIMARY ELECTRICAL, AND FINAL ELECTRICAL HOOK-UP. SEE "SN" SHEETS FOR ADDITIONAL INFORMATION.
4. SEE SHEET E3 FOR LOCATIONS OF J-BOXES TERMINATING EACH WALL SIGN CIRCUIT.

5 SIGNAGE NOTES – BUILDING

1. PRE-FINISHED ALUMINUM COPING: DARK BRONZE
2. JAMES HARDIE PLANK SIDING – SELECT CEDARMILL COLOR: ARCTIC WHITE 4" TRIM FROM MANUFACTURE COLOR: SW #7005 PURE WHITE
3. WALL MOUNTED LIGHT FIXTURE DARK BRONZE FINISH
4. PIPE GUARD WITH DARK BROWN SLEEVE
5. 3'-0" DEPTH 4'-0" HEIGHT BERRIDGE STANDING SEAM METAL AWNING COLOR: DARK BRONZE
6. PAINT MAN DOOR & METAL FRAMES – DARK BRONZE FINSH
7. DO NOT PAINT OVERHEAD DOOR PAINT ANGLES DARK BRONZE
8. NOT USED
9. ALUMINUM STOREFRONT – EVERGREEN CLEAR GLASS WINDOWS WITH CLEAR ANODIZED ALUMINUM FINISH
10. CLEAR GLASS AND ALUMINUM DOORS – CLEAR ANODIZED FINISH
11. FRONT WALL SIGN – 34" R.S. RED CHANNEL LETTERS
12. HVAC UNITS SCREENED BEHIND PARAPET WALL
13. TOILET WALL VENTS PAINT TO MATCH WALL
14. STORE ADDRESS – 6" WHITE REFLECTIVE NUMBERS
15. 3'-0" DEPTH 3'-0" HEIGHT METAL FLAT AWNING COLOR: DARK BRONZE
16. BOND BEAM AT ROOF LINE
17. BRICK – UTILITY SIZE SOLDIER COURSE COLOR: PALMETTO BRICK – 1.25 GREYSTONE OR EQUIVALENT
18. LEFT WALL AND RIGHT WALL SIGN – 28" RED CHANNEL LETTERS
19. STONE VENEER: COUNTRY LEDGESTONE – ECHO RIDGE
20. STACKED ACCENT UTILITY BRICK – (¾" RECESSED) COLOR: PALMETTO BRICK – PEWTER GREY OR EQUIVALENT
21. BRICK – UTILITY SIZE ROWLOCK COURSE COLOR: PALMETTO BRICK – 1.25 GREYSTONE OR EQUIVALENT
22. BRICK – UTILITY SIZE COLOR: PALMETTO BRICK – 1.25 GREYSTONE OR EQUIVALENT
23. SOLID CONCRETE BLOCK CAP COLOR: SW #7005 "PURE WHITE"
24. ELECTRICAL EQUIPMENT
25. NOT USED
26. NOT USED
27. 3'-4" WIDE BRICK PILASTER (4" PROJECTION)

1/8" = 1'-0" AWNO1N

2 ELEVATION KEY NOTES



ARGOS BRICK MORTAR
COLOR: SAVANNAH IVORY

PALMETTO BRICK
CONTACT: RON SPURLIN – RSpurlin@brick.com

1/8" = 1'-0" AWE01

3 EXTERIOR WALL COLOR SCHEME

REVISIONS

1	2	3
4	5	6

AutoZone Store No. 10682
2501 CAYER LANE
COLUMBIA TN 38401

COLOR ELEVATION

Architect: George Callow
123 South Front Street
Memphis, Tennessee 38103
TEL: 901-495-8705 FAX: (901) 495-8969

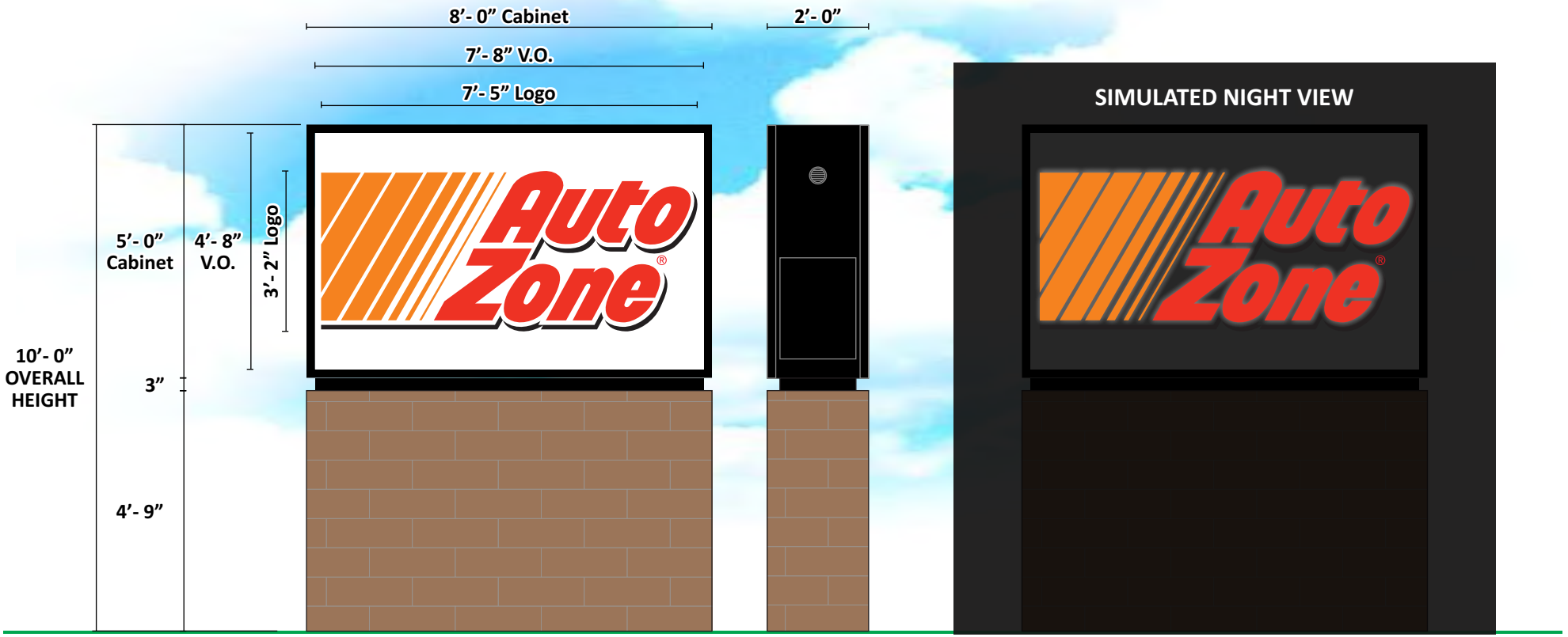
For Bidding & Contractor Information Contact:
Dodge Data & Analytics, Tel. 1-844-326-3826 ext 9429
Cindy.searcy@construction.com

GEORGE W. CALLOW REGISTERED ARCHITECT AGRICULTURE RESIDENCE No.17910 STATE OF TENNESSEE

09-12-25

57N2-R

CE-1



ILLUMINATED DOUBLE FACE MONUMENT:

- Aluminum Cabinet Construction Painted Gloss Black
- 2” Retainers Face Side Painted Gloss Black
- Routed Aluminum Faces with Push-Thru Acrylic & Vinyl First Surface.
- 3” Reveal Painted Gloss Black
- Brick - Utility Size, Color - Palmetto Brick - 1.25 Greystone (CMU with brick veneer)
- 40 Square Feet

Note:General Contractor to provide steel pole (painted white), dig footer, pour concrete to include pad (if applicable), set pole, provide & install base. Sign vendor to provide double-face cabinet and install on pole.

AUTOZONE COLORS:

3M 3630-143 POPPY RED PMS 485C	3M 3630-44 ORANGE PMS 165	3M 3630-22 BLACK PMS BlackC	3M 3660M MATTE OVERLAMINATE

ID. ASSOCIATES
BRINGING THE WORLD'S BRANDS TO LIFE
1771 Industrial Road, Dothan, Alabama 36303
(888) 303-5534 (334) 836-1401
www.idassociatesinc.com

CLIENT: AUTOZONE	**STORE NO:** 10682	**REV:** 01/16/26 JAS	**REV:**	**REV:**
LOCATION: COLUMBIA, TENNESSEE	**DATE:** 12/16/2025	**REV:**	**REV:**	**REV:**
ACCOUNT REP: DON WATSON	**DRAWN BY:** JR	**REV:**	**REV:**	**REV:**
DRAWING NO: AZ#10682 COLUMBIA, TN-MONUMENT EXHIBIT				

EXHIBIT APPROVED BY:

© COPYRIGHT 2025

D-Series Size 1
LED Area Luminaire

Buy American

Catalog Number

Notes

Type

Hit the Tab key or mouse over the page to see all interactive elements.

Specifications

EPA: 1.01 ft² (0.09 m²)

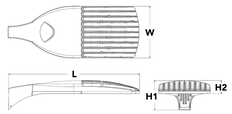
Length: 33" (83.8 cm)

Width: 13" (33.0 cm)

Height H1: 7-1/2" (19.0 cm)

Height H2: 3-1/2"

Weight (max): 27 lbs (12.2 kg)



Introduction

The modern styling of the D-Series is striking yet unobtrusive - making a bold, progressive statement even as it blends seamlessly with its environment. The D-Series distills the benefits of the latest in LED technology into a high performance, high efficacy, long-life luminaire.

The outstanding photometric performance results in sites with excellent uniformity, greater pole spacing and lower power density. It is ideal for replacing up to 750W metal halide in pedestrian and area lighting applications with typical energy savings of 65% and expected service life of over 100,000 hours.

Ordering Information

EXAMPLE: DSX1 LED P7 40K T3M MVOLT SPA NLTAIR2 PIRHN DDBXD

DSX1 LED

Series	LEDs	Color temperature	Distribution	Voltage	Mounting
DSX1 LED	**Forward optics** P1 P4[7] P7[7] P2 P5[7] P8 P3 P6[7] P9[7] **Rotated optics** P10[2] P12[2] P11[2] P13[2,3]	30K 3000 K 40K 4000 K 50K 5000 K	T1S Type I short (Automotive) T2S Type II short T2M Type II medium T3S Type III short T3M Type III medium T4M Type IV medium TFTM Forward throw medium T5VS Type V very short[3] T5S Type V short[3] T5M Type V medium[3] T5W Type V wide[3] BLC Backlight control[4] LCCO Left corner cutoff[4] RCCO Right corner cutoff[4]	MVOLT[1] XVOLT (277V-480V)[4,5,6] 120[1] 208[1] 240[1] 277[1] 347[1] 480[1]	**Shipped included** SPA Square pole mounting RPA Round pole mounting[10] WBA Wall bracket[1] SPUMBA Square pole universal mounting adaptor[11] RPUMBA Round pole universal mounting adaptor[11] **Shipped separately** KMA8 DDBXD U Mast arm mounting bracket adaptor (specify finish)[11]

Control options		Other options	Finish (required)	
Shipped installed NLTAIR2 nLight AIR generation 2 enabled[12,13] PIRHN Network, high/low motion/ambient sensor[14] PER NEMA twist-lock receptacle only (controls ordered separately)[15] PERS Five-pin receptacle only (controls ordered separately)[15,16] PER7 Seven-pin receptacle only (controls ordered separately)[15,16] DMG 0-10v dimming wires pulled outside fixture (for use with an external control, ordered separately)[17] DS Dual switching[18,19,20]	PIR High/low, motion/ambient sensor, 8-15' mounting height, ambient sensor enabled at 5fc[20,21] PIRH High/low, motion/ambient sensor, 15-30' mounting height, ambient sensor enabled at 5fc[20,21] PIR1FC3V High/low, motion/ambient sensor, 8-15' mounting height, ambient sensor enabled at 1fc[20,21] PIRH1FC3V Bi-level, motion/ambient sensor, 15-30' mounting height, ambient sensor enabled at 1fc[20,21] FAO Field adjustable output[20,21]	**Shipped installed** HS House-side shield[22] SF Single fuse (120, 277, 347V)[3] DF Double fuse (208, 240, 480V)[3] L90 Left rotated optics[2] R90 Right rotated optics[2] HA 50°C ambient operations[1] BAA Buy America(n) Act Compliant **Shipped separately** BS Bird spikes[10] EGS External glare shield	DDBXD Dark bronze DBLXD Black DNAXD Natural aluminum DWHXD White DDBTXD Textured dark bronze DBLBXD Textured black DNATXD Textured natural aluminum DWHGXD Textured white DSSTXD Textured sandstone	

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D-Series Size 1
LED Wall Luminaire

Buy American

Catalog Number

Notes

Type

Hit the Tab key or mouse over the page to see all interactive elements.

Specifications

Luminaire

Width: 13-3/4" (34.9 cm) **Weight:** 12 lbs (5.4 kg)

Depth: 10" (25.4 cm)

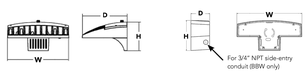
Height: 6-3/8" (16.2 cm)

Back Box (BBW, E20WC)

Width: 13-3/4" (34.9 cm) **BBW Weight:** 5 lbs (2.3 kg) **E20WC Weight:** 10 lbs (4.3 kg)

Depth: 4" (10.2 cm)

Height: 6-3/8" (16.2 cm)



Introduction

The D-Series Wall luminaire is a stylish, fully integrated LED solution for building-mount applications. It features a sleek, modern design and is carefully engineered to provide long-lasting, energy-efficient lighting with a variety of optical and control options for customized performance.

With an expected service life of over 20 years of nighttime use and up to 74% in energy savings over comparable 250W metal halide luminaires, the D-Series Wall is a reliable, low-maintenance lighting solution that produces sites that are exceptionally illuminated.

Ordering Information

EXAMPLE: DSXW1 LED 20C 1000 40K T3M MVOLT DDBTXD

DSXW1 LED

Series	LEDs	Drive Current	Color temperature	Distribution	Voltage	Mounting	Control Options
DSXW1 LED	10C 10 LEDs (one engine) 20C 20 LEDs (two engines) LAMP LED - 209 WATTS	350 350 mA 530 530 mA 700 700 mA 1000 1000 mA (1 A)[1] S1	30K 3000 K 40K 4000 K 50K 5000 K AMBPC Amber phosphor converted	T2S Type II Short T2M Type II Medium T3S Type III Short T3M Type III Medium T4M Type IV Medium TFTM Forward Throw Medium	MVOLT[2] 120[1] 208[1] 240[1] 277[1] 347[1,4] 480[1,4]	**Shipped included** (blank) Surface mounting bracket. BBW Surface-mounted back box (for conduit entry).[3]	**Shipped installed** PE Photoelectric cell, button type[5] DMG 0-10v dimming wires pulled outside fixture (for use with an external control, ordered separately) PIR 180° motion/ambient light sensor, <15' mtg ht.[6,7] PIRH 180° motion/ambient light sensor, 15-30' mtg ht.[6,7] PIR1FC3V Motion/ambient sensor, 8-15' mounting height, ambient sensor enabled at 1fc.[6,7] PIRH1FC3V Motion/ambient sensor, 15-30' mounting height, ambient sensor enabled at 1fc.[6,7] E20WC Emergency battery backup (includes external component enclosure), CA Title 20 compliant.[8,9]

Other Options		Finish (required)					
Shipped installed SF Single fuse (120, 277 or 347V)[3,10] DF Double fuse (208, 240 or 480V)[3,10] HS House-side shield[11] SPD Surge protection device[12] **Shipped separately**[13] BSW Bird-deterrent spikes VG Vandal guard DDL Diffused drop lens		DDBXD Dark bronze DBLXD Black DNAXD Natural aluminum DWHXD White		DSSXD Sandstone DDBTXD Textured dark bronze DBLBXD Textured black DNATXD Textured natural aluminum		DWHGXD Textured white DSSTXD Textured sandstone	

NOTES
1. 20C 1000 is not available with PIR, PIRH, PIR1FC3V or PIRH1FC3V.
2. MVOLT driver operates on any line voltage from 120-277V (50/60 Hz).
3. Single fuse (SF) requires 120, 277 or 347 voltage option. Double fuse (DF) requires 208, 240 or 480 voltage option.
4. Only available with 20C, 700mA or 1000mA. Not available with PIR or PIRH.
5. Back box ships installed on fixture. Cannot be field installed. Cannot be ordered as an accessory.
6. Photocontrol (PE) requires 120, 208, 240, 277 or 347 voltage option. Not available with motion/ambient light sensors (PIR or PIRH).
7. Reference Motion Sensor table on page 3.
8. Same as old ELCW. Cold weather (-20C) rated. Not compatible with conduit entry applications. Not available with BBW mounting option. Not available with fusing. Not available with 347 or 480 voltage options. Emergency components located in back box housing. Emergency mode IES files located on product page at www.lithonia.com
9. Not available with SPD.
10. Not available with E20WC.
11. Also available as a separate accessory; see Accessories information.
12. Not available with E20WC.

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Plan View
Scale - 1" = 20ft

SYMBOL

W1

LUMINAIRE SCHEDULE

2.8 fc	4.6 fc	PARKING LOT	1.2 fc	3.8:1	2.3:1

LIGHTING NOTES:

1. TIME CONTROLS: ALL SITE LIGHTING IS CONTROLLED AND MONITORED BY AN ENERGY MANAGEMENT SYSTEM CALLED VENSTAR WHICH IS CONTROLLED AT AUTOZONE CORPORATE OFFICES. ALL SITE LIGHTING IS PROGRAMMED TO AUTOMATICALLY TURN ON AT DUSK AND TURN OFF 30 MINUTES AFTER THE CLOSE OF BUSINESS.

2. ALL FIXTURES ARE FULL CUTOFF DISTRIBUTION AND MOUNTED @ 0° DOWN POSITION.

3. NO FLOODLIGHTS ARE PROPOSED.

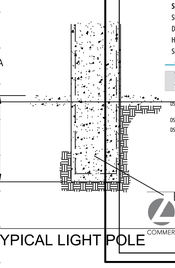
4. THE LIGHTING PLAN COMPLIES WITH THE PROVISIONS OF THE ZONING ORDINANCE - CITY OF COLUMBIA, TN - ARTICLE 4 - BUILDING LOT & BUILDING SITE STANDARDS - SECTION 4.3.17 - PRIVATE LIGHTING STANDARDS.

NOTE: PHOTOMETRIC PLAN PROVIDED BY AUTOZONE.

NO SCALE

1

TYPICAL LIGHT POLE



NORTH

REVISIONS

1	2	3
4	5	6

AutoZone Store No. 10682
CAYER LANE
COLUMBIA TN 38401
PHOTOMETRIC PLAN

Owner / Developer:
AUTOZONE DEVELOPMENT LLC
123 South Front Street, 3rd Floor
Memphis, Tennessee 38103
TEL: (901) 495-8701 FAX: (901) 495-8969
For Bidding & Contractor Information Contact:
Dodge Data & Analytics. Tel. 413-930-4215
Cindy.searcy@construction.com

12/09/25

57N2R

PH-1

PE Proj. # 225005 E1

2500 Cayer Ln. Lot 8A
Preliminary PUD Master Plan

Project #:	25-0454	**Location:**	Tax 2500 Cayer Ln Lot 8A
Applicant:	AutoZone Development, LLC	**Case Type(s):**	Site Dev.-Prelim. PUD
Staff Planner:	Robert Archibald, Principal Planner	**Proposed Use:**	Commercial

PROJECT SUMMARY

The applicant requests approval of a Site Development Plan and revised Preliminary PUD Master Plan to permit a 6,894-square-foot retail building and related site improvements on Lot 8A of Beechcroft Plaza. The 0.83-acre property is zoned PUD and subject to a previously approved Preliminary Master Plan; however, due to the lot configuration, the proposed development does not conform and requires approval of a revised plan.

The following bullet points list requested deviations that do not comply with the PUD-MU standards of the Zoning Ordinance. Please see applicant response to deviations list in attachments.

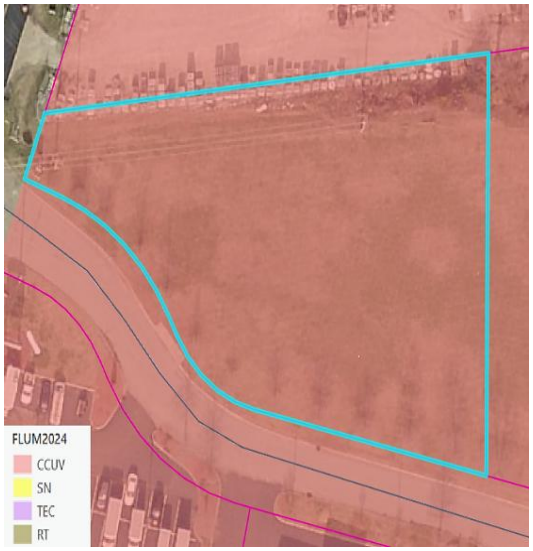
- A PUD-MU district establishes a maximum lot or building site width of 180 feet and a minimum width of 15 feet at the right-of-way. The subject property is an existing lot of record that received Final Plat approval with approximately 15.21 feet of frontage along Nashville Highway and 342.46 feet along Cayer Lane. As platted, the lot does not align with the current minimum and maximum width standards of the district.
- The PUD-MU district requires a minimum of 60 percent frontage buildout for building facades within a building site. The applicant has requested a deviation from this requirement, indicating a proposed frontage buildout of approximately 31 percent along Cayer Lane and 0 percent along Nashville Highway.
- The PUD-MU district limits the maximum front setback at a secondary frontage (Nashville Highway) to 20 feet. Due to the irregular configuration of the existing lot of record, the applicant has requested a deviation to allow a setback of approximately 155 feet along Nashville Highway, while meeting the 20-foot maximum setback along the primary frontage at Cayer Lane.
- District standards allow a maximum driveway width of 24 feet. The applicant is requesting a deviation to accommodate delivery-truck maneuverability. The deviation is limited to the northwest corner of the building, where a maximum driveway width of 28 feet is proposed. All other internal drives on the site meet the required 24-foot width.
- The PUD-MU district does not permit freestanding signs. The applicant has submitted a deviation request to allow installation of a monument sign with a maximum height of 10 feet and a maximum sign area of 50 square feet.

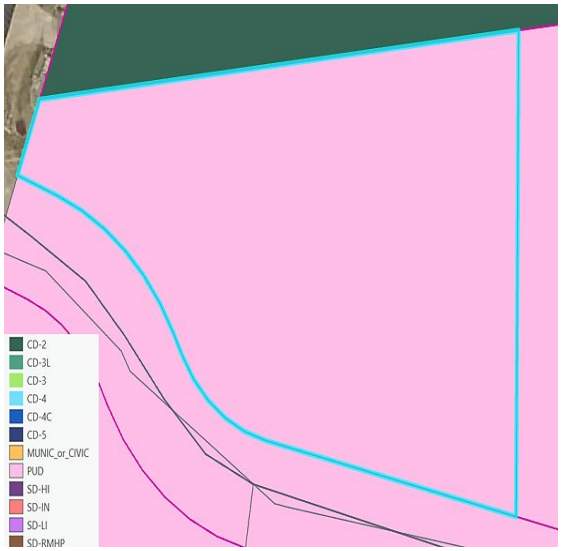
- A loading space is required per the PUD-MU standards following the standards outlined in Table 4.3.14.B of the Zoning Ordinance. The applicant requests a deviation to locate the loading space in the shared drive as noted on the site plan.
- Access Management standards limit the site to one full access point. The applicant requests a deviation to allow one direct access point to Cayer Lane (west side of the site) and one access to the proposed shared drive for delivery purposes. Engineering has indicated support for the access closest to Nashville Highway being limited to exit-only movements.
- A tree preservation plan is required for a Development Plan per the Zoning Ordinance. The applicant requests a deviation from this standard due to site constraints, including a retaining wall at the northeast corner of the site and a shared access point serving the adjacent lot. Zoning standards would otherwise require a minimum retention of 26% of the existing tree canopy where existing canopy coverage is less than 20% of the total site area. The applicant has provided justification for this request in the Plan Deviations submittal.
- Any approval should be conditioned on the timely submittal of "As-approved" plans, which reflect the substance of the plans approved by the Planning Commission, as determined by the Zoning Administrator and the City Engineer.
- The Planning Commission is the **recommending body** to City Council for a Preliminary PUD Master Plan per section 8.5.21.K of the Zoning Ordinance that lists the criteria for Planning Commission action. The Planning Commission will be the decision-making authority for the Final PUD Master.
- Templates are provided at the end of the report to assist the Planning Commission in crafting properly formatted motions.

SITE INFORMATION

CURRENT ZONING	EXISTING USE	EXISTING IMP.	LAND AREA
PUD-MU	Mixed-Use	Commercial Construction	+/- 0.83

FUTURE LAND USE MAP	ZONING MAP





SITE CONTEXT/ADJACENT PROPERTIES			
	Future Land Use	Zoning	Current Use
Subject Property	CCUV	PUD-MU	Vacant
North	CCUV	CD-2	Commercial
South	CCUV	PUD-MU	Commercial
East	CCUV	PUD-MU	Vacant
West	CCUV	PUD-MU	Retail

CONSISTENCY WITH CONNECT COLUMBIA

City Center Urban Village: The zoning is consistent with the future land use map. The future land use of both parcels is CCUV. The City Center & Urban Village (CCUV) future land use area comprises Columbia's iconic core and ancillary focal points (Connect Columbia, p. 35). It includes the historic courthouse square and the places residents of Columbia associate with worship, commerce, the arts, community activities and government administration. The CCUV also supports the creation of urbanized nodes which provide identifiable commercial hubs for Columbia's emerging neighborhoods. Each development parcel should add to Columbia's existing sense of place and extend its established form and pattern to create a more interconnected community. The future land use classification is implemented by PUD and CV districts, as well as the CD-4 and CD-5-character districts. In some cases, the Planning Commission may determine that CD-3 and CD-4C are also appropriate implementing zones.

Character & Intent

The City Center & Urban Village (CCUV) future land use area comprises Columbia's iconic core and ancillary focal points. It includes the historic courthouse square and the places residents of Columbia associate with worship, commerce, the arts, community activities and government administration. The CCUV also supports the creation of urbanized nodes which provide identifiable commercial hubs for Columbia's emerging neighborhoods. Each development parcel should add to Columbia's existing sense of place and extend its established form and pattern to create a more interconnected community.

Primary Land Uses are horizontally and vertically mixed in a variety of structure types. The intensity and mix of uses is largely determined by context. New residential development provides a mixture of housing within walking distance of commercial and civic spaces. New non-residential development in established residential areas shall be comprised of low-intensity uses which serve residents' daily needs. Higher intensity uses should complement and extend the traditional pattern of development in Columbia's core, or establish identifiable centers for emerging nodes.

Future development should emphasize connectivity and continuity of the city as a whole. Additionally, new development shall create a pedestrian-friendly environment by filling gaps in sidewalks and enhancing multi-modal infrastructure. All new and infill development shall emphasize linkages to identifiable community anchors such as mixed-use commercial centers, schools, parks, or civic institutions.

Land Use Considerations

Primary uses include government, civic uses, parks, religious facilities, offices, retail, and all forms of medium-density housing. Secondary land uses include utility facilities, institutional uses, low-density housing, and neighborhood retail. New industrial and warehouse uses are inappropriate.

Form & Pattern

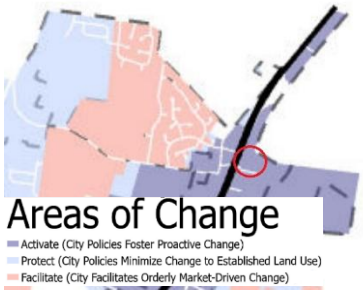
The CCUV includes established and infill neighborhoods at medium to high densities organized along a well-connected transportation network. Infill development supports and extends the formation of blocks and eliminates gaps in the built environment. The CCUV future land use is distinguished from Suburban Neighborhoods (SN) by the unambiguous prominence of public frontages. A high density of streets and thoroughfares with complete public frontages extends the public sphere outward from civic and commercial spaces. Implementing bulk and design standards clearly delineate the public and private realms though the application of layers and front-to-back discipline of lots. Bulk and design standards are occasionally modified to accommodate historic preservation, artistic innovation, redevelopment, and other place-based policies of the City. New development should accompany concurrent extension of complete urban services in places where they do not already exist. Parking is provided on an area-wide basis as a utility supplemented by private land users.

Implementing Districts
Neighborhood CD-3 (Only where compatible with established pattern)
General Urban CD-4
Urban Center CD-5
General Urban-Corridor CD-4C (only along Arterial roadways)
Urban Center – Corridor CD-5C (only along Arterial roadways)*
Mixed Use PUD PUD-MU
Civic CV

Implementing Standards
General Development Pattern: Mixed Uses & Isolated Uses
Density (density unites per ace): ≥ 12 du/ac
Building Height: 1-5 stories
Open Space Elements: Civic Spaces, Parks & Greenways

AREAS OF CHANGE POLICY

Connect Columbia established the Areas of Change Policy designation for the subject site as *Activate*. This classification calls for *Proactive Change* in areas where significant and beneficial change is occurring or is desired. These areas are the focus of proactive City policies to bring the community's values to fruition. Public investment and increased coordination with the private sector will achieve transformational changes envisioned by the community. (Connect Columbia p. 32).



CONFORMITY WITH ZONING ORDINANCE

Landscaping/Tree Preservation:

Staff notes that the site development plan meets internal landscaping standards for parking lot islands and frontage landscaping. However, a deviation from the tree preservation requirement has been requested by the applicant. Existing conditions indicate minimal tree canopy, primarily at the northeast corner of the lot. Under the Zoning Ordinance, sites with less than 20% existing tree canopy are required to retain at least 26% of the canopy. Staff acknowledges that the applicant's request is based on significant grade changes across the site and the need for a retaining wall in the northeast corner, which limits the ability to preserve existing trees in that area.

Loading Space:

The Zoning Ordinance limits site parking to a maximum of 50% of the required standard. For a retail use, one space is required per 500 square feet of gross floor area. The applicant proposes 16 parking spaces, which satisfies the minimum requirement and does not exceed the maximum allowed for the proposed 6,894-square-foot structure.

A loading space is also required under Section 4.3.14 of the Zoning Ordinance. The applicant has requested a deviation to utilize a 10' x 50' portion of the shared access on the east side of the site, citing an infrequent delivery schedule during non-peak hours.

Staff notes that the Location, Design & Access criteria for loading spaces include specific standards, three of which are of particular concern:

8. Loading facilities may not obstruct areas required for emergency access, including fire lanes.
10. Required dimensions of loading spaces shall not include any access or entrance to, or exits from, such spaces.
14. Off-street loading areas shall be screened in accordance with Section 4.3.11.

While staff recognizes the site's limited space for a full loading area, the Planning Commission should consider these ordinance requirements in conjunction with the applicant's requested deviation.

Staff prepared the tables below to illustrate how the proposed development complies with the bulk and design standards of the Zoning Ordinance. **Table 1** summarizes the applicable bulk standards for a PUD-MU character district. **Table 2** outlines the applicable design standards pursuant to Section 4.3.1-M of the Zoning Ordinance within the PUD-MU District.

Table 1 (PUD-MU) Mixed Use Planned Unit Development Bulk Standards		
Bulk Standards:	**Required**	**Proposed**
Minimum Lot/ Building Site Width Minimum and Maximum:	18 ft. min/ 180 ft. max	Nashville Hwy Frontage – 15.21 feet Cayer Lane Frontage – 342.46 feet
Lot/Building Enfrontment:	Facades must have main entrance in principle of building frontage	The façade of the building enfronts a vehicular Thoroughfare (Cayer Ln)
Building Height:	2 stories minimum **Subject to adjacent uses in PUD MU per Planning Commission*	1 story
Frontage Buildout:	60% minimum	31% buildout – Cayer Ln 0% buildout - Nashville Hwy.
Setbacks:	**Principal Buildings** **Front:** – 0-20 ft. **Secondary Frontage:** 0-20 ft. **Side:** – 0' attached, 10 ft-24ft. **Rear:** NR.	**Front:** – 20 ft. **Secondary Frontage:** - 155 ft. **Side:** - 24 ft + **Rear:** NR

Table-2 (PUD-MU) Mixed Use Planned Unit Development Architectural Standards		
Design Standards:	**Required**	**Proposed**
Main Entrance:	Main Entrance must be in Façade of Principal Frontages.	Main entrance enfronts a defined street section (Cayer Lane)
Vertical Composition:	Identifiable Base, Middle, & Cap	The facade includes a defined base, middle, and cap.
Façade Position & Façade Articulation:	Main entrance at façade & position parallel to frontage line. A façade greater than 100' shall be differentiated so that it appears to be comprised of two or more adjacent buildings.	The principal frontage is parallel to the frontage. The façade frontage along Cayer Lane incorporates two defined entrances, varying cornice heights, changes in materials, and stacked accent utility brick to visually differentiate the building massing, consistent with the appearance of two or more adjacent buildings.
Façade Openings:	20 ft. or less spacing for windows/doors	Proposed windows and/or doors are not spaced 20' apart.
Façade Glazing:	20-60 % non-shopfront, 50% for shopfront	21% non-shopfront façade (left side wall), 57% shopfront (front wall), 54% shopfront (right wall)
Window Shape:	Square or vertical proportions	All windows are square or vertical proportioned
Window Alignment:	Upper floor windows and other features must be aligned with those of first floor	All windows are ground level with exception to window dormer elements within visible roofline.
Window Types:	Single-hung, double-hung, casement.	All windows adhere to the window type standards as described.
Window Glazing Material:	Clear	All windows proposed to be clear glass.
Window Trim in 1st Layer:	Min 4 in. trim with sill and top plate/ soldier course above lintel and rowlock course below sill	Elevations contain window trim and rowlock and soldier course around window areas where brick is used as a façade material.
Shutters:	Functional to cover half of window width/ shutter dogs	Shutters are not proposed on windows.
Façade Windowsill Height:	5 ft. min above grade (residential only)	N/A (*Commercial uses do not have this requirement*)
Façade Variety:	No façade may exist more than once on a block face or within view of same façade	The block face consists of two facades that differ slightly with window and door placement and materials.
Roof Type & Pitch:	Hip/ Gable/ Flat	Flat

Primary Building Materials:	Brick, Fiber Cement Board, Wood, Authentic stucco over masonry	All elevations indicate a primary façade material of brick, fiber-cement board, and stone.
Foundation Cladding:	Brick or Natural Stone	Brick
Building Colors:	Up to 3 colors, including the natural color of any allowed materials, but excluding trim color.	Does not exceed 3 colors.

REVIEW PROCESS

Section **8.3.3.B.7** of the Zoning Ordinance authorizes the Planning Commission to make "Recommendations to the City Council on a preliminary Master PUD Development Plan." Sections 8.5.21.B.3 and 8.5.21.K of the Zoning Ordinance establish the criteria for Planning Commission review and action on the proposed Preliminary PUD Master Plan.

8.5.21.B Master PUD Development Plan Approval

3. Without limitation to Section 8.5.21.B.2 above, approval of Rezoning of property to a PUD District, Zoning Text Amendment application related to a PUD, or a Master PUD Development Plan are subject to the Planning Commission's and the City Council's first making formal, written findings regarding each of the items listed in Section 8.5.21.B.2 and that the proposed Development, such applications, and approvals:

> Approval of a Master PUD Development Plan [is] subject to the Planning Commission's and the City Council 's first making formal, written findings regarding each of the items listed in Section 8.5.21 B.2 and that the proposed Development, such applications, and approvals:
>
> a. conforms to all applicable standards and requirements of this Ordinance,
>
> b. would be compatible with other Development permitted under all applicable provisions of this Ordinance.
>
> c. will not significantly interfere with the use and enjoyment of other land in the vicinity.
>
> d. adequately conserve woodland and the protect water courses from erosion and siltation.
>
> e. maximizes safety, convenience, and amenities for the residents and visitors of the Development; and
>
> f. adequately address all such other matters as they may find to have a material bearing upon the stated standards and objectives of this Ordinance.

4. Unless specifically exempted, the standards and requirements contained in this Section 8.5.21 shall be in addition to all other applicable standards and requirements established in this Ordinance.

8.5.21.K.1 Planning Commission Action on Preliminary Master PUD Development Plan
Before making any recommendation on a Preliminary Master PUD Development Plan or an amendment to an existing approved Preliminary Master PUD Development Plan, the Planning Commission shall consider the Certificate of Compliance and all recommendations from the Zoning Administrator, the City Engineer, and other City departments, and shall conduct a public hearing.

Section **8.3.2.B.4** directs the City Council to reach a final decision on the preliminary Master PUD Development Plan of a Planned Unit Development. If the City Council approves the Preliminary PUD Master Plan, the applicant will have two years to submit a Final PUD Master Plan. The Planning Commission shall determine whether the Final PUD Master Plan complies with the Preliminary Master Plan (§ 8.5.21.Q)

SUMMARY OF DEVELOPMENT REVIEW COMMITTEE COMMENTS

The DRC reviewed this proposal at its January 2026 meeting. A full list of comments, and the applicant's responses, is provided in the agenda packet. Some key comments are noted below.

- **Architectural Design**: Planning staff requested revisions related to architectural design. The applicant has revised the plans to incorporate the requested changes.
- **Access Management**: Engineering reviewed access management and noted that the site is limited to one access point. The applicant has submitted a deviation request addressing this standard, which is included in the Plan Deviations submittal within the Commission's packet.
- **Fire**: Fire staff advised the applicant that the building will be required to be fully sprinkled or, alternatively, the applicant must complete the water system improvements identified by CPWS in the water letter.
- **Water Service**: CPWS issued a water availability letter on December 3, 2025, which remains valid through June 3, 2026.

SAMPE MOTIONS

Approve:

Move to find, based on the information presented by the applicant and the analysis provided by city staff, that the criteria listed in sections **8.5.21.B**, **8.5.21.K**, **8.5.18** and **8.5.19** of the City of Columbia Zoning Ordinance have been satisfied, and recommend approval of the Rezoning to PUD-MU with Preliminary Planned Unit Development Master Plan as presented *[, subject to technical comments and other conditions presented by planning staff*].

Approve Subject to Conditions:

Move to find, based on the information presented by the applicant and the analysis provided by city staff, that the criteria listed in sections **8.5.21.B**, **8.5.21.K**, **8.5.18** and **8.5.19** of the City of

Columbia Zoning Ordinance have been satisfied, and recommend approval of the Rezoning to PUD-MU with Preliminary Planned Unit Development Master Plan, subject to the following conditions: [*list conditions of approval crafted by Planning Commission*].

Deny:

Move to recommend denial of the Rezoning to PUD-MU having found, based on the information presented by the applicant and the analysis provided by city staff, that the criteria listed in sections **8.5.21.B**, **8.5.21.K**, **8.5.18** and **8.5.19** of the City of Columbia Zoning Ordinance, are not satisfied [*list specific reasons for denial*].

Defer:

Move to find that there is insufficient information to make a decision, defer the matter to the next regularly scheduled meeting of the Planning Commission, and request that the [*applicant/staff*] provide: [*list additional information*] for review at a future meeting.

PUBLIC HEARINGS

Item 1. - **PUBLIC HEARING ON ORDINANCE NO. 4578 - AN ORDINANCE TO AMEND ORDINANCE NO. 4400 - THE SAME BEING THE ZONING ORDINANCE OF THE CITY OF COLUMBIA, TENNESSEE BY AMENDING THE COMMERCIAL DOWNTOWN HISTORIC DISTRICT OVERLAY TO INCLUDE PROPERTY AT 810 WOODLAND STREET, BEING TAX MAP 99A GROUP K PARCEL 11.00 - WARD 3**

Mayor Chaz Molder called the Public Hearing to order, pursuant to proper notice having been given. Present were Council Member Charlie Huffman, Council Member Cheryl Secrest, Council Member Kenny Marshall, Council Member Brian McKelvy, Vice Mayor Randy McBroom, Mayor Chaz Molder, City Manager Tony Massey, City Attorney Jake Hubbell, City Recorder Thad Jablonski and Recording Secretary Liz Bermudez. Council Member Carl McCullen was absent.

There being no one present to speak on the Public Hearing for Ordinance No. 4578, Council Member McKelvy moved to close the Public Hearing. Council Member Marshall seconded the motion.

All Council Members present voted aye.

Item 2. - **PUBLIC HEARING ON ORDINANCE NO. 4582 - AN ORDINANCE TO AMEND ORDINANCE NO. 4400 - THE SAME BEING THE ZONING ORDINANCE OF THE CITY OF COLUMBIA, TENNESSEE BY APPROVING THE MORNING POINTE PRELIMINARY PLANNED UNIT DEVELOPMENT MASTER PLAN, FORMERLY PART OF THE RUTHERFORD LANE WESTFIELD PARK MIXED USE PUD, OFF RUTHERFORD LANE AND WESTFIELD DRIVE, BEING A PORTION OF TAX MAP 112 PARCEL 3.07- WARD 1**

Mayor Chaz Molder called the Public Hearing to order, pursuant to proper notice having been given. Present were Council Member Charlie Huffman, Council Member Cheryl Secrest, Council Member Kenny Marshall, Council Member Brian McKelvy, Vice Mayor Randy McBroom, Mayor Chaz Molder, City Manager Tony Massey, City Attorney Jake Hubbell, City Recorder Thad Jablonski and Recording Secretary Liz Bermudez. Council Member Carl McCullen was absent.

There being no one present to speak on the Public Hearing for Ordinance No. 4582, Council Member McKelvy moved to close the Public Hearing. Council Member Marshall seconded the motion.

All Council Members present voted aye.

REGULAR MEETING

CALL TO ORDER/ROLL CALL

Mayor Chaz Molder called the meeting to order, pursuant to proper public notice having been given. Present were Council Member Charlie Huffman, Council Member Cheryl

Secrest, Council Member Kenny Marshall, Council Member Brian McKelvy, Vice Mayor Randy McBroom, Mayor Chaz Molder, City Manager Tony Massey, City Attorney Jake Hubbell, City Recorder Thad Jablonski and Recording Secretary Liz Bermudez. Council Member Carl McCullen was absent.

Mayor welcomed Youth Leadership member Kayla Estep to the meeting.

INVOCATION BY PHIL SANCHEZ OF THE BRIDGE CHURCH

PLEDGE OF ALLEGIANCE

Council Member Marshall led the Pledge of Allegiance.

APPROVAL OF AGENDA

Mayor Molder advised the applicant for items 10.3 and 10.4 has requested the items be removed from the agenda.

Mayor Molder moved to approve the agenda with items 10.3 and 10.4 being removed. Council Member McKelvy seconded the motion.

All Council Members present voted aye.

PRESENTATIONS

Item 5.3. - **RECOGNITION OF THE CITY OF COLUMBIA FIRST RESPONDERS AND COLUMBIA POWER AND WATER SYSTEMS FOR THEIR EFFORTS DURING THE RECENT ICE AND SNOW STORM.**

Mayor Molder started the presentation section with the recognition of the City of Columbia First Responders and Columbia Power and Water Systems employees. Mayor thanked CPWS, the PD, Fire & Rescue and Public Works for all the work that was put in during the winter ice storm and the sacrifices they made for everyone in our community. The amount of time worked around the clock, miles of lanes treated, along with other information about all the work that went into restoring power, clearing streets, etc were shared with those in attendance.

Item 5.4. - **PRESENTATION FROM OUR LOCAL ARMY RECRUITING OFFICE OF COLUMBIA, CELEBRATING THE ACHIEVEMENTS AND COMMITMENT OF OUR FUTURE SOLDIERS WHO HAVE CHOSEN TO SERVE, WHILE STRENGTHENING COMMUNITY SUPPORT FOR THEIR JOURNEY.**

Local Army recruits were presented with certificates and shown support from the community for their commitment to protecting our Country.

Item 5.1. - **PRESENTATION OF THE ECONOMIC IMPACT AWARD PRESENTED TO THE CITY OF COLUMBIA PARKS & RECREATION DEPARTMENT (REGULAR MEETING ONLY).**

Mayor Molder read the award and congratulated Parks and Recreation Director Mack Reagan and his staff. Director Reagan gave an update on the Midstate Classic.

Item 5.2. - **QUARTERLY PRESENTATION BY WIL EVANS, PRESIDENT OF MAURY COUNTY CHAMBER AND ECONOMIC ALLIANCE.**

Mr. Wil Evans gave a brief update on the happenings around our area including the unemployment rate and what factored into the number.

ORGANIZATIONAL BUSINESS

Item 6.1. - **APPROVE THE MINUTES OF THE JANUARY 8, 2026 CITY COUNCIL MEETING**

Council Member Marshall moved to approve the minutes of the January 8, 2026 City Council meeting. Council Member Huffman seconded the motion.

All Council Members present voted aye.

Item 6.2. - **APPROVE THE RATIFICATION OF RETIREMENT BENEFITS FOR TERRY BOATRIGHT, PLANT OPERATOR, WASTEWATER.**

Council Member Marshall moved to approve the ratification of retirement benefits for Terry Boatright. Council Member Huffman seconded the motion.

All Council Members present voted aye.

Item 6.3. - **CONFIRMATION OF MAYOR'S REAPPOINTMENT OF JADONNA SECREST TO THE COLUMBIA HOUSING AND REDEVELOPMENT CORPORATION FOR A FIVE-YEAR TERM THAT BEGAN ON JANUARY 14, 2026 AND EXPIRES ON JANUARY 14, 2031.**

Council Member McKelvy moved to approve the reappointment of Jadonna Secrest to the Columbia Housing and Redevelopment Corporation for a five-year term that began on January 14, 2026 and expires on January 14, 2031. Council Member Huffman seconded the motion.

All Council Members present voted aye.

Item 6.4. - **APPROVE THE APPOINTMENT OF REBECCA KOJETIN TO THE CITY OF COLUMBIA ARTS COUNCIL BEGINNING ON FEBRUARY 12, 2026 AND EXPIRING ON JUNE 13, 2029.**

Council Member McKelvy moved to approve the appointment of Rebecca Kojetin to the City of Columbia Arts Council beginning on February 12, 2026 and expiring on June 13, 2029. Council Member Marshall seconded the motion.

All Council Members present voted aye.

Item 6.5. - **APPROVAL OF RETIREMENT BENEFITS FOR DARREL SOUTH, RECREATION AIDE II, PARKS AND RECREATION**

Council Member Marshall moved to approve the retirement benefits for Darrel South. Council Member Secrest seconded the motion.

All Council Members present voted aye.

CONSENT AGENDA

Mayor Molder asked that Items 7.15 and 7.16 be removed from the Consent Agenda.

Council Member Marshall moved to approve the Consent Agenda with the exception of Items 7.15 and 7.16. Council Member McKelvy seconded the motion.

All Council Members present voted aye and the following items were approved:

Item 7.1. - **APPROVE DISBURSEMENTS FOR THE MONTH OF DECEMBER 2025 IN THE AMOUNT OF $13,144,601.49**

Item 7.2. - **APPROVE PAYMENT TO MAURY COUNTY TO PROVIDE FUNDING FOR THE MAURY COUNTY/CITY OF COLUMBIA ANIMAL SERVICES FACILITY FOR THE 1ST & 2ND QUARTER OF FY 2026 $121,000.00**

Item 7.3. - **APPROVE THE ANNUAL RENEWAL OF LIABILITY AND AUTO INSURANCE WITH PUBLIC ENTITY PARTNERS IN THE AMOUNT OF $578,175**

Item 7.4. - **APPROVE AND AUTHORIZE THE MAYOR TO SIGN THE NON-EXCLUSIVE USE AND OCCUPANCY PERMIT BETWEEN THE CITY OF COLUMBIA AND THE MULETOWN BASEBALL LEAGUE FOR THE 2026 SEASON - WARD 3**

Item 7.5. - **APPROVE AND AUTHORIZE THE MAYOR TO SIGN THE NON-EXCLUSIVE USE AND OCCUPANCY PERMIT BETWEEN THE CITY OF COLUMBIA AND THE COLUMBIA SOCCER ASSOCIATION FOR THE 2026 SEASON - WARDS 1 AND 4**

Item 7.6. - **APPROVE AND AUTHORIZE THE MAYOR TO SIGN THE NON-EXCLUSIVE USE AND OCCUPANCY PERMIT BETWEEN THE CITY OF COLUMBIA AND THE COLUMBIA GIRLS FASTPITCH ASSOCIATION FOR THE 2026 SEASON - WARD 4**

Item 7.7. - **APPROVE AND AUTHORIZE THE MAYOR TO SIGN THE NON-EXCLUSIVE USE AND OCCUPANCY PERMIT BETWEEN THE CITY OF COLUMBIA AND THE EXCEL AQUATICS FOR THE 2026 SEASON - WARD 4**

Item 7.8. - **APPROVE AND AUTHORIZE THE MAYOR TO SIGN THE NON-EXCLUSIVE USE AND OCCUPANCY PERMIT BETWEEN THE CITY OF COLUMBIA AND THE COLUMBIA AMERICAN LITTLE LEAGUE FOR THE 2026 SEASON - WARD 3 AND 4**

Item 7.9. - **APPROVE AND AUTHORIZE THE MAYOR TO SIGN CONTRACT AMENDMENT NO. 7 OF JOB NUMBER 20199 BETWEEN THE CITY OF COLUMBIA AND LOSE DESIGN FOR PROFESSIONAL SERVICES FOR THE MULTIPLE RENOVATIONS OF THE COLUMBIA AQUATICS AND RECREATION CENTER NOT TO EXCEED $50,000**

Item 7.10. - **APPROVE AND AUTHORIZE THE MAYOR TO SIGN A REVISION TO THE CONTRACT BETWEEN LOCALITY MEDIA, INC DBA FIRST DUE AND THE CITY OF COLUMBIA FOR AN ADD ON MODULE FOR THE PROACTIVE MONITORING OF RESPONDER HEALTH AND SAFETY INCLUDING EXPOSURE HISTORY ALONG WITH INCIDENT, TRAINING OR EVENT CORRELATION, EXPOSURE TRENDS TO SUPPORT COMPLIANCE WITH ORGANIZATIONAL HEALTH AND SAFETY INITIATIVES**

Item 7.11. - **APPROVE REIMBURSEMENT IN THE AMOUNT OF $16,650 TO LPT, LLC FOR SURETY RELEASE FOR GREYSTONE SUBDIVISION**

Item 7.12. - **APPROVE AND AUTHORIZE THE MAYOR TO SIGN AN AGREEMENT WITH QUALITY MANAGEMENT SERVICES, LLC. IN THE AMOUNT OF $14,500 TO INCLUDE REIMBURSEMENT OF TRAVEL EXPENSES TO PROVIDE STRATEGIC PLANNING CONSULTING SERVICES TO THE CITY OF COLUMBIA**

Item 7.13. - **ACCEPTANCE OF ANNUAL REPORTS OF CITY OF COLUMBIA EMPLOYEE'S RETIREMENT PLAN FUND AND THE CITY OF COLUMBIA, TENNESSEE RETIREMENT HEALTH INSURANCE POST-EMPLOYMENT BENEFIT TRUST FOR THE PERIOD ENDING DECEMBER 31, 2025**

Item 7.14. - **APPROVE THE PURCHASE OF DESKTOP, TOWERS, TABLETS AND ACCESSORIES FROM DELL TECHNOLOGIES IN THE AMOUNT OF $227,935.43**

Item 7.17. - **APPROVE BID AWARD AND AUTHORIZE THE MAYOR TO SIGN A CONTRACT BETWEEN THE CITY OF COLUMBIA AND STEELHEAD BUILDING GROUP IN THE AMOUNT OF $1,463,805.00 TO COMPLETE THE RIDLEY PICKLEBALL COMPLEX ADDITION AT RIDLEY SPORTS COMPLEX AND WOODLAND PARK TENNIS COURT RENOVATIONS**

Item 7.15. - **APPROVE AND AUTHORIZE THE MAYOR TO SIGN THE REIMBURSEMENT AGREEMENT BETWEEN THE CITY OF COLUMBIA, TENNESSEE AND THE CITY OF SPRING HILL, TENNESSEE**

Spring Hill Mayor Fritter and City Administrator Carter Napier were present to speak on 7.15 and 7.16. Mayor Fritter advised right now they are just looking for information and requested the City's engineer look into this request since it is the City's infrastructure, but Spring Hill doesn't want Columbia to bear the cost.

Mayor Molder moved to approve Item 7.15. Council Member Marshall seconded the motion.

All Council Members present voted aye.

Item 7.16. - **APPROVE AND AUTHORIZE THE MAYOR TO SIGN THE AGREEMENT BETWEEN THE CITY OF COLUMBIA AND J.R. WAUFORD & COMPANY FOR THE EVALUATION OF COLUMBIA'S WASTEWATER COLLECTION SYSTEM TO ASSIST THE CITY OF SPRING HILL BY ACCEPTING A PORTION OF THEIR RESIDENTIAL SANITARY SEWER**

Mayor Molder moved to approve Item 7.16. Vice Mayor McBroom seconded the motion.

All Council Members present voted aye.

ADMINISTRATION

RESOLUTIONS

Item 9.1. - **RESOLUTION NO. 26-05 – TAX CORRECTIONS**

Council Member Marshall moved to approve Resolution No. 26-05. Council Member McKelvy seconded the motion.

All Council Members present voted aye.

Item 9.2. - **RESOLUTION NO. 26-06 - A RESOLUTION TO ACCEPT THE PUBLIC STREETS AND DRAINAGE IMPROVEMENTS SERVING POLK PLACE SUBDIVISION, PHASES 1, 2A, 2B, AND 3, FOR OWNERSHIP AND MAINTENANCE**

Council Member Marshall moved to approve Resolution No. 26-06. Council Member McKelvy seconded the motion.

All Council Members present voted aye.

Item 9.3. - **RESOLUTION NO. 26-07 – SPECIAL ASSESSMENT CORRECTIONS**

Council Member Marshall moved to approve Resolution No. 26-07. Council Member Huffman seconded the motion.

All Council Members present voted aye.

Item 9.4. - **RESOLUTION NO. 26-08 - A RESOLUTION ACCEPTING A DONATION OF $300 FROM MID SOUTH ELECTRIC FOR THE PARKS & RECREATION STAFF LUNCHEON**

Council Member Marshall moved to approve Resolution No. 26-08. Council Member McKelvy seconded the motion.

All Council Members present voted aye.

Item 9.5. - **RESOLUTION NO. 26-09 - A RESOLUTION CONFIRMING COMPLIANCE AND REVIEW OF FINANCIAL POLICIES AND AUTHORIZING AN APPLICATION FOR THE COMPTROLLER'S FINANCIAL EXCELLENCE AWARD**

Council Member McKelvy moved to approve Resolution No. 26-09. Council Member Marshall seconded the motion.

All Council Members present voted aye.

Item 9.6. - **RESOLUTION NO. 26-10 - A RESOLUTION TO AUTHORIZE THE CITY OF COLUMBIA TO APPLY FOR THE 2026 RESCUE SQUAD GRANT PROGRAM APPLICATION AND AUTHORIZE THE MAYOR TO EXECUTE DOCUMENTS RELATED TO ACCEPTING AND ADMINISTERING THE GRANT PROJECT**

Council Member McKelvy moved to approve Resolution No. 26-10. Council Member Marshall seconded the motion.

All Council Members present voted aye.

Item 9.7. - **RESOLUTION NO. 26-11 - A RESOLUTION TO ACCEPT THE PUBLIC STREETS AND DRAINAGE IMPROVEMENTS SERVING GREYSTONE SUBDIVISION, FOR OWNERSHIP AND MAINTENANCE**

Council Member Marshall moved to approve Resolution No. 26-11. Council Member McKelvy seconded the motion.

All Council Members present voted aye.

ORDINANCES

Item 10.1. - **2ND CONSIDERATION ON ORDINANCE NO. 4579 - AN ORDINANCE TO AMEND ORDINANCE NO. 4400 – THE SAME BEING THE ZONING ORDINANCE OF THE CITY OF COLUMBIA, TENNESSEE BY DEANNEXING PROPERTIES LOCATED OFF DARKS MILL ROAD, BEING TAX MAP 52 PARCELS 38.03, 38.05, 38.06 AND TAX MAP 66 PARCELS 1.01, 1.02, AND 1.03. - CITYWIDE**

Council Member Huffman moved to approve Ordinance No. 4579 on second consideration. Council Member Marshall seconded the motion.

All Council Members present voted aye.

Mr. Justin Batt thanked Council for listening to them.

Item 10.2. - **2ND CONSIDERATION OF ORDINANCE NO. 4580 - AN ORDINANCE FOR THE ABANDONMENT OF A RIGHT OF WAY BEING COLUMBIA ROCK PRODUCTS ROAD AND AUTHORIZING THE MAYOR TO EXECUTE AND DELIVER QUITCLAIM DEEDS TO THE PROPERTY OWNER**

Council Member McKelvy moved to approve Ordinance No. 4580 on second consideration. Council Member Marshall seconded the motion.

All Council Members present voted aye.

Item 10.3. - **1ST CONSIDERATION ON ORDINANCE NO. 4574 - AN ORDINANCE TO AMEND ORDINANCE NO. 4487, THE CONNECT COLUMBIA COMPREHENSIVE PLAN, BY RECLASSIFYING THE FUTURE LAND USE DESIGNATION FOR TAX MAP 112 PARCELS 17 AND 18.02, LOCATED OFF TROTWOOD AVENUE AND FOSTER LANE, FROM RURAL TRANSITION TO SUBURBAN NEIGHBORHOODS - WARD 1**

Item 10.3 was removed per the applicant's request.

Item 10.4. - **1ST CONSIDERATION ON ORDINANCE NO. 4575 - AN ORDINANCE TO AMEND ORDINANCE NO. 4400 – THE SAME BEING THE ZONING ORDINANCE OF THE CITY OF COLUMBIA, TENNESSEE BY ZONING PROPERTY BEING ANNEXED BY RESOLUTION NO. 25-83, LOCATED OFF TROTWOOD AVENUE AND FOSTER LANE BEING TAX MAP 112 PARCEL 17 TO CD-3L (LARGE LOT NEIGHBORHOOD CHARACTER DISTRICT) AND CV(CIVIC) - WARD 1**

Item 10.4 was removed per the applicant's request.

Item 10.5. - **1ST CONSIDERATION ON ORDINANCE NO. 4578, AN ORDINANCE TO AMEND ORDINANCE NO. 4400 - THE SAME BEING THE ZONING ORDINANCE OF THE CITY OF COLUMBIA, TENNESSEE BY AMENDING THE COMMERCIAL DOWNTOWN HISTORIC DISTRICT OVERLAY TO INCLUDE PROPERTY AT 810 WOODLAND STREET, BEING TAX MAP 99A GROUP K PARCEL 11.00 - WARD 3**

Mayor Molder recused himself and handed the item over to Vice Mayor McBroom.

Council Member Marshall moved to approve Ordinance No. 4578 on first consideration. Council Member McKelvy seconded the motion.

All Council Members present voted aye with the exception of Mayor Molder who abstained. Ordinance No. 4578 passed on first consideration.

Item 10.6. - **1ST CONSIDERATION OF ORDINANCE NO. 4581 - AN ORDINANCE TO AMEND THE FISCAL YEAR 2025-2026 BUDGET ORDINANCE NO. 4544, AS AMENDED, PROVIDING FOR REVISIONS TO THE GENERAL, CAPTIAL PROJECTS, AND GRANTS FUNDS AND ESTABLISH THE DATE OF MARCH 12, 2026 AS THE DATE OF PUBLIC HEARING**

Council Member Marshall moved to approve Ordinance No. 4581 on first consideration and establish the date of March 12, 2026 as the date of Public Hearing. Council Member Secrest seconded the motion.

All Council Members present voted aye.

Item 10.7. - **1ST CONSIDERATON ON ORDINANCE NO. 4582, AN ORDINANCE TO AMEND ORDINANCE NO. 4400 - THE SAME BEING THE ZONING ORDINANCE OF THE CITY OF COLUMBIA, TENNESSEE BY APPROVING THE MORNING POINTE PRELIMINARY PLANNED UNIT DEVELOPMENT MASTER PLAN, FORMERLY PART OF THE RUTHERFORD LANE WESTFIELD PARK MIXED USE PUD, OFF RUTHERFORD LANE AND WESTFIELD DRIVE, BEING A PORTION OF TAX MAP 112 PARCEL 3.07- WARD 1**

Council Member Marshall moved to approve Ordinance No. 4582 on first consideration. Vice Mayor McBroom seconded the motion.

All Council Members present voted aye.

OTHER BUSINESS

EXECUTIVE SESSION

ADJOURNMENT

There being no further business Council Member Huffman moved to adjourn the meeting. Council Member McKelvy seconded the motion. All members present voted aye. The meeting adjourned at 06:24 PM.

UPCOMING EVENTS

CITY OF COLUMBIA

DISBURSEMENTS FOR MONTH ENDING JANUARY 31, 2026

FUND	GROSS	TRANSFERS & CD's	PAYROLL TRANSFERS	NET TOTAL
General Fund	3,874,964.04	171,671.25	1,977,970.37	1,725,322.42
Sanitation Fund	383,279.28	7,816.54	105,474.47	269,988.27
Wastewater Fund	2,689,205.98	20,787.79	247,772.53	2,420,645.66
Street & Transportation Fund				-
State Street Aid	14,636.28	-		14,636.28
Drug Fund	1,284.70			1,284.70
Debt Service Fund	-			-
Capital Projects Fund	2,380,131.57	2,077,509.72		302,621.85
Sewer Revenue & Tax Bond Issue				-
Sewer Impact Fee #2				-
Insurance Fund	256,993.53	109,457.12		147,536.41
2017 GO Public Imp Bonds				-
2010 GO Bond Issue				-
Cleary Construction Escrow				-
Industrial Development Board	-			-
Grant Fund	1,366,716.81	1,300,000.00		66,716.81
	$ 10,967,212.19	$ 3,687,242.42	$ 2,331,217.37	$ 4,948,752.40

205943	01/08/2026	VISUAL MEDIA CO LLC	600.00
205944	01/08/2026	AT&T	1,349.78
205945	01/08/2026	AT&T	52.00
205946	01/08/2026	Automation Controls Training & Consulting	482.50
205947	01/08/2026	BEST CLEANERS OF COLUMBIA, LLC	701.59
205948	01/08/2026	Best One Tire	1,443.58
205949	01/08/2026	CARRIE ANN BELL	150.00
205950	01/08/2026	Cedarchem Llc	11,869.71
205951	01/08/2026	Chrysler Dodge Jeep Ram of Columbia	37,164.00
205952	01/08/2026	Cintas Corporation #241	2,977.25
205953	01/08/2026	City of Col Petty Cash	401.00
205954	01/08/2026	Colorkraft Auto Refinishers, LLC	6,952.37
205955	01/08/2026	Columbia Firefighter Assn	397.50
205956	01/08/2026	Columbia Oil Company Inc	22,117.64
205957	01/08/2026	COLUMBIA POWER & WATER SYSTEMS	46,739.53
205958	01/08/2026	COLUMBIA POWER & WATER SYSTEMS	11,225.25
205959	01/08/2026	COLUMBIA POWER & WATER SYSTEMS	1,890.77
205960	01/08/2026	COLUMBIA POWER & WATER SYSTEMS	659.14
205961	01/08/2026	COLUMBIA POWER & WATER SYSTEMS	132.62
205962	01/08/2026	COLUMBIA POWER & WATER SYSTEMS	5,203.58
205963	01/08/2026	COLUMBIA POWER & WATER SYSTEMS	4,751.60
205964	01/08/2026	COLUMBIA POWER & WATER SYSTEMS	160.74
205965	01/08/2026	COLUMBIA POWER & WATER SYSTEMS	47,443.01
205966	01/08/2026	COLUMBIA POWER & WATER SYSTEMS	1,219.96
205967	01/08/2026	COLUMBIA POWER & WATER SYSTEMS	1,189.16
205968	01/08/2026	COLUMBIA POWER & WATER SYSTEMS	2,258.13
205969	01/08/2026	COMBINED INSURANCE, A CHUBB COMPANY	905.72
205970	01/08/2026	Copycats Print Services Llc	218.30
205971	01/08/2026	CPWS - Broadband	1,014.97
205972	01/08/2026	D J Porter	150.00
205973	01/08/2026	Duck River Electric	615.93
205974	01/08/2026	Jerry Estis	150.00
205975	01/08/2026	Mason Tays	150.00
205976	01/08/2026	EVERS CONSTRUCTION CO., LLC	23,569.00
205977	01/08/2026	FIVE STAR BREAKTIME SOLUTIONS	323.95
205978	01/08/2026	HARRIS PLUMBING, LLC	4,388.00
205979	01/08/2026	Jacola H Gaines	75.00
205980	01/08/2026	Janet R Thomason	75.00
205981	01/08/2026	JOE B SULLIVAN & SONS PLUMBING CO., INC	4,092.38
205982	01/08/2026	KATE FREEMAN	50.00
205983	01/08/2026	KRISTEN MEYERS	300.00
205984	01/08/2026	KUNDEL DIRECT, INC	7,997.11
205985	01/08/2026	Liquidity Services Operations LLC	169.80
205986	01/08/2026	Lose Design - Lose & Associates, Inc	23,455.75
205987	01/08/2026	MAIN STREET MEDIA OF TN	459.39
205988	01/08/2026	MARIA CATHARINA VAN DEVENTER	25.00
205989	01/08/2026	Marshall County Solid Waste and Recycling	3,920.15
205990	01/08/2026	Maury Co United Way	737.00
205991	01/08/2026	Maury County Solid Waste	92,845.79
205992	01/08/2026	MEGAN FITZGERALD	100.00
205993	01/08/2026	EDYTHE A. OWSTON	75.00
205994	01/08/2026	Nancy Cartwright	75.00

205995	01/08/2026	Needle And Grain	985.00
205996	01/08/2026	Novatech Inc	724.22
205997	01/08/2026	TIMOTHY DYE	75.00
205998	01/08/2026	PATRICIA BRYANT	75.00
205999	01/08/2026	Phillips Distributing	1,725.00
206000	01/08/2026	PROCARE PBM	46,997.65
206001	01/08/2026	Public Entity Partners	12,116.66
206002	01/08/2026	RAGSDALE CONSTRUCTION	2,290.00
206003	01/08/2026	BRIAN COIL	62.62
206004	01/08/2026	Damita F Jones	75.00
206005	01/08/2026	Elsie Pawlikowski	75.00
206006	01/08/2026	Grady Alvin Morrow	636.68
206007	01/08/2026	Robert J Young Company LLC	33.00
206008	01/08/2026	Rodolfo Bela	75.00
206009	01/08/2026	Safe Industries	5,436.45
206010	01/08/2026	SAVE THE DAY PORTABLES	354.00
206011	01/08/2026	SHANNA BLACKMON	100.00
206012	01/08/2026	Sherrill Morgan	9,875.00
206013	01/08/2026	SIKES SERVICES, LLC	16,100.00
206014	01/08/2026	Southern Computer Warehouse	147.95
206015	01/08/2026	Southern Pipe & Supply Co	257.60
206016	01/08/2026	SOUTHERN TIRE MART, LLC	1,230.00
206017	01/08/2026	State Of TN Attn: Lily White	166.25
206018	01/08/2026	Stoltz Printing Co	169.50
206019	01/08/2026	Sun Life Financial	40,640.49
206020	01/08/2026	Ted's Sporting Goods	150.00
206021	01/08/2026	THE DAILY HERALD	35.00
206022	01/08/2026	TN Bureau Of Investigation	1,120.00
206023	01/08/2026	Tn Dept Of Revenue	233.50
206024	01/08/2026	TN Property Management	6,066.93
206025	01/08/2026	Tony Gray	254.00
206026	01/08/2026	Travelers	100.00
206027	01/08/2026	Tyler Technologies, Inc	3,500.00
206028	01/08/2026	U S BANK	450.00
206029	01/08/2026	Verizon	3,468.24
206030	01/08/2026	VERIZON CONNECT	265.30
206031	01/08/2026	Verizon Wireless 04	4,333.45
206032	01/08/2026	Volunteer Paving LLC	196,490.62
206033	01/08/2026	Vulcan Materials Co	271.93
206034	01/08/2026	Waynes Pest Control	125.00
206035	01/08/2026	Waypoint Analytical, LLC	2,396.00
206036	01/08/2026	Wells Fargo Financial Leasing, Inc	545.92
206037	01/15/2026	ARDURRA GROUP INC	37,000.00
206038	01/15/2026	JUDY - ESCROW	79,508.59
206039	01/15/2026	JUDY CONSTRUCTION COMPANY	1,574,040.90
206040	01/15/2026	ACE HARDWARE	70.54
206041	01/15/2026	Airgas USA, LLC	877.19
206042	01/15/2026	Annie N Camel	75.00
206043	01/15/2026	AT&T (Fiber Optics)	726.44
206044	01/15/2026	Atmos Energy	3,465.09
206045	01/15/2026	Beverly J Amos	75.00
206046	01/15/2026	Beverly J Baxter	75.00

206047	01/15/2026	Burr E Coleman Jr	75.00
206048	01/15/2026	Cintas Corporation #241	1,364.78
206049	01/15/2026	COLUMBIA POWER & WATER SYSTEMS	11,417.33
206050	01/15/2026	COLUMBIA POWER & WATER SYSTEMS	2,570.48
206051	01/15/2026	COLUMBIA POWER & WATER SYSTEMS	1,848.44
206052	01/15/2026	COLUMBIA POWER & WATER SYSTEMS	914.47
206053	01/15/2026	Copycats Print Services Llc	52.97
206054	01/15/2026	CPWS - Broadband	300.00
206055	01/15/2026	CSL SERVICES, INC	7,450.00
206056	01/15/2026	Dixie Diesel Service	867.28
206057	01/15/2026	Duck River Electric	2,557.92
206058	01/15/2026	FEDERAL SIGNAL CORPORATION	38,926.25
206059	01/15/2026	Fleming Sheet Metal Shop	1,200.00
206060	01/15/2026	Frank Depatto	75.00
206061	01/15/2026	G & C SUPPLY CO INC	2,551.12
206062	01/15/2026	Daily Herald (Ads)	244.60
206063	01/15/2026	Hunter Osborne	150.00
206064	01/15/2026	Impressions	81.12
206065	01/15/2026	INSTITUTE OF POLICE TECHNOLOGY AND MANAGEMENT	1,790.00
206066	01/15/2026	J & M Supply Solutions	719.13
206067	01/15/2026	JEFF ELLIS & ASSOCIATES, INC	225.00
206068	01/15/2026	Jerry L Angus	75.00
206069	01/15/2026	Jim's Auto Accessories Inc	386.25
206070	01/15/2026	Leah Gray	4,000.00
206071	01/15/2026	Linda L Albert	75.00
206072	01/15/2026	Linda S Crigger	75.00
206073	01/15/2026	Linda S Davis	75.00
206074	01/15/2026	Lura C Dean	75.00
206075	01/15/2026	MAIN STREET MEDIA OF TN	176.69
206076	01/15/2026	MARIAN BROWNE	75.00
206077	01/15/2026	Maury Regional Hospital Marshall Medical Ctr	14,813.00
206078	01/15/2026	CLARENCE E. PORTER	75.00
206079	01/15/2026	Motorola Solutions Inc	4,216.88
206080	01/15/2026	Needle And Grain	3,038.96
206081	01/15/2026	NexAir LLC	54.92
206082	01/15/2026	PROCARE PBM	35,866.27
206083	01/15/2026	BETTY BURNS	75.00
206084	01/15/2026	NORMA BARLEY	75.00
206085	01/15/2026	Safe Industries	5,863.20
206086	01/15/2026	Saulo C Camejo	75.00
206087	01/15/2026	SDH NASHVILLE LLC	427,500.00
206088	01/15/2026	SELF SERVICE, LLC	650.00
206089	01/15/2026	Siddons-Martin Emergency Group LLC	6,973.69
206090	01/15/2026	Southern Duplicating of Middle Tennessee	447.22
206091	01/15/2026	SRM Concrete	984.00
206092	01/15/2026	Stoltz Printing Co	169.50
206093	01/15/2026	Ted's Sporting Goods	279.99
206094	01/15/2026	Temple Inc	2,390.00
206095	01/15/2026	Thomson Reuters - West	85.00
206096	01/15/2026	TN Fire Svs & Codes Enf Academy	222.00
206097	01/15/2026	UDP MT PLEASANT DISPOSAL LLC	56,213.84
206098	01/15/2026	United Waste Haulers Of TN LLC	1,398.54

206099	01/15/2026	VERIZON CONNECT	351.85
206100	01/15/2026	Volunteer Paving LLC	73.31
206101	01/15/2026	Vulcan Materials Co	1,566.21
206102	01/15/2026	Waypoint Business Solutions LLC	6,510.20
206103	01/15/2026	WM CORPORATE SERVICES, INC	23,844.51
206104	01/22/2026	8X8 INC	5,462.58
206105	01/22/2026	ACE HARDWARE	248.40
206106	01/22/2026	AQUAPHASE	472.70
206107	01/22/2026	ASANA, INC	3,956.40
206108	01/22/2026	Atlantic Pools & Spas	36,071.97
206109	01/22/2026	Atmos Energy	4,656.42
206110	01/22/2026	Auto Trim Design	2,195.00
206111	01/22/2026	Best One Tire	688.00
206112	01/22/2026	BOBCAT OF MAURY COUNTY	3,395.00
206113	01/22/2026	Break Time Services	162.00
206114	01/22/2026	C & C Bucket Truck and Tree Service	1,900.00
206115	01/22/2026	CARRIE ANN BELL	225.00
206116	01/22/2026	Chrysler Dodge Jeep Ram of Columbia	3,603.10
206117	01/22/2026	Cintas Corporation #241	1,956.91
206118	01/22/2026	Columbia Firefighter Assn	397.50
206119	01/22/2026	Columbia Oil Company Inc	19,773.73
206120	01/22/2026	Columbia Paint & Wallcover	15.56
206121	01/22/2026	COLUMBIA POWER & WATER SYSTEMS	2,478.98
206122	01/22/2026	COLUMBIA POWER & WATER SYSTEMS	2,298.26
206123	01/22/2026	COLUMBIA POWER & WATER SYSTEMS	1,447.83
206124	01/22/2026	Copycats Print Services Llc	143.98
206125	01/22/2026	CUMBERLAND ESCROW - BEAR CREEK	3,513.35
206126	01/22/2026	CUMBERLAND VALLEY CONSTRUCTORS, INC	66,753.65
206127	01/22/2026	David's Lock & Key Inc	285.00
206128	01/22/2026	Dixie Diesel Service	5,394.00
206129	01/22/2026	Donna Osmon	11.21
206130	01/22/2026	Duck River Electric	162.45
206131	01/22/2026	Eugene Cordell Brown	150.00
206132	01/22/2026	Fernwood Garden Center, LLC	103.91
206133	01/22/2026	Firstnet Services Provided By AT&T Mobility	2,819.21
206134	01/22/2026	Gresham Smith & Partners	1,269.31
206135	01/22/2026	IDEXX Distribution, Inc.	1,536.75
206136	01/22/2026	Impressions	252.00
206137	01/22/2026	J & M Supply Solutions	303.08
206138	01/22/2026	J R Wauford & Co Cons Eng, Inc	135,000.00
206139	01/22/2026	JEFF ELLIS & ASSOCIATES, INC	750.00
206140	01/22/2026	Jim's Auto Accessories Inc	50.85
206141	01/22/2026	Jones & Lang Sporting Goods	60.00
206142	01/22/2026	KATE FREEMAN	100.00
206143	01/22/2026	Kimley-Horn & Associates, Inc	750.00
206144	01/22/2026	KRISTEN MEYERS	650.00
206145	01/22/2026	Lee Company	2,171.12
206146	01/22/2026	Lose Design - Lose & Associates, Inc	6,038.22
206147	01/22/2026	MACH I, INC	870.00
206148	01/22/2026	Mail Call	4,103.20
206149	01/22/2026	MAIN STREET MEDIA OF TN	212.03
206150	01/22/2026	MARIA CATHARINA VAN DEVENTER	150.00

206151	01/22/2026	Maury Co United Way	737.00
206152	01/22/2026	Maury Fence Co Of Tn Inc	15.44
206153	01/22/2026	MAURY REGIONAL MEDICAL CENTER	120.00
206154	01/22/2026	MEGAN FITZGERALD	200.00
206155	01/22/2026	MID-SOUTH ELECTRIC INC	1,440.00
206156	01/22/2026	GAIL S. KUCK	75.00
206157	01/22/2026	GOLDEN E. SMITH	75.00
206158	01/22/2026	NETPLANNER SYSTEMS, INC	149.42
206159	01/22/2026	Novatech Inc	706.02
206160	01/22/2026	Public Entity Partners	17,133.36
206161	01/22/2026	ROOF SYSTEMS, INC.	895.00
206162	01/22/2026	SAVE THE DAY PORTABLES	474.00
206163	01/22/2026	SECURE FENCE & GATE LLC	500.00
206164	01/22/2026	SELF SERVICE, LLC	3,725.00
206165	01/22/2026	Sewah Studios Inc	3,380.00
206166	01/22/2026	SHANNA BLACKMON	125.00
206167	01/22/2026	SONIA M SACHA	50.00
206168	01/22/2026	SOUTHERN PIPE & SUPPLY	547.85
206169	01/22/2026	SRM Concrete	1,097.00
206170	01/22/2026	TN DEPT ENV & CONSERVATION	3,460.00
206171	01/22/2026	Summit Uniforms	555.00
206172	01/22/2026	Ted's Sporting Goods	493.96
206173	01/22/2026	Thad Jablonski	74.90
206174	01/22/2026	TN DEPT OF LABOR & WORKFORCE D	901.92
206175	01/22/2026	TN Property Management	6,066.93
206176	01/22/2026	Tyler Technologies, Inc	700.00
206177	01/22/2026	UDP MT PLEASANT DISPOSAL LLC	26,458.71
206178	01/22/2026	United Waste Haulers Of TN LLC	412.67
206179	01/22/2026	Unum Life Insurance Co Of Amer	3,461.40
206180	01/22/2026	VERIZON WIRELESS 00028	125.71
206181	01/22/2026	Verizon Wireless 03	41.97
206182	01/22/2026	Verizon Wireless 07	1,160.80
206183	01/22/2026	Verizon Wireless 09	88.94
206184	01/22/2026	Verizon Wireless 10	764.34
206185	01/22/2026	VERIZON WIRELESS 06	1,358.83
206186	01/22/2026	Waynes Pest Control	1,120.00
206187	01/22/2026	Waypoint Business Solutions LLC	4,989.30
206188	01/22/2026	WITMER PUBLIC SAFETY GROUP, INC	210.05
206189	01/22/2026	WLLX FM	250.00
206190	01/23/2026	ARDURRA GROUP INC	37,000.00
206191	01/29/2026	ALLISON SPEED	75.00
206192	01/29/2026	ARDURRA GROUP INC	4,900.00
206193	01/29/2026	Atmos Energy	7,847.13
206194	01/29/2026	Augusta M Walker	75.00
206195	01/29/2026	Barge Design Solutions, Inc	1,611.33
206196	01/29/2026	Bertha M Whitaker	75.00
206197	01/29/2026	Best One Tire	1,863.24
206198	01/29/2026	Break Time Services	873.00
206199	01/29/2026	Cathey A Russell	75.00
206200	01/29/2026	Certified Languages International	97.15
206201	01/29/2026	Chrysler Dodge Jeep Ram of Columbia	56,960.00
206202	01/29/2026	Cintas Corporation #241	1,239.00

206203	01/29/2026	City of Col Petty Cash	100.00
206204	01/29/2026	Columbia Firefighter Assn	397.50
206205	01/29/2026	Columbia Oil Company Inc	2,407.49
206206	01/29/2026	COLUMBIA POWER & WATER SYSTEMS	7,971.71
206207	01/29/2026	COLUMBIA POWER & WATER SYSTEMS	821.96
206208	01/29/2026	COLUMBIA POWER & WATER SYSTEMS	1,817.52
206209	01/29/2026	Courier Printing Company	1,484.00
206210	01/29/2026	D & D Towing & Recovery	20.76
206211	01/29/2026	Deborah E Wooten	75.00
206212	01/29/2026	Deena K Frith	75.00
206213	01/29/2026	Donna C Walters	75.00
206214	01/29/2026	Dorothy L Leach	75.00
206215	01/29/2026	Dorothy M Jones	75.00
206216	01/29/2026	Duck River Electric	367.60
206217	01/29/2026	FEDERAL SIGNAL CORPORATION	11,771.25
206218	01/29/2026	FIVE STAR BREAKTIME SOLUTIONS	315.40
206219	01/29/2026	Fleming Sheet Metal Shop	1,200.00
206220	01/29/2026	Floyd L Miles Jr	75.00
206221	01/29/2026	Frankie M Austin	75.00
206222	01/29/2026	GULF STATES DISTRIBUTORS INC	890.00
206223	01/29/2026	HAWKINS & PRICE, LLC	155,173.50
206224	01/29/2026	Hilda G Polanco	75.00
206225	01/29/2026	Impressions	994.32
206226	01/29/2026	Jacqueline Johnson	75.00
206227	01/29/2026	JAN GLOVER	75.00
206228	01/29/2026	Jo Ann Smithson	75.00
206229	01/29/2026	JOE FOSTER	500.00
206230	01/29/2026	Jose A Torres	75.00
206231	01/29/2026	JUDY JONES	75.00
206232	01/29/2026	Kimley-Horn & Associates, Inc	14,000.00
206233	01/29/2026	Leaf Capital Funding LLC	668.26
206234	01/29/2026	Lizzie M Duncan	75.00
206235	01/29/2026	Marcia K Kelley	75.00
206236	01/29/2026	MARGUERITE TRACEY	75.00
206237	01/29/2026	Marilyn L Braden	75.00
206238	01/29/2026	Mary R Horton	75.00
206239	01/29/2026	Maury Co Government	14,990.77
206240	01/29/2026	Maury Co United Way	737.00
206241	01/29/2026	MAURY COUNTY BRIDLE AND SADDLE CLUB	6,000.00
206242	01/29/2026	Melvin L Nicholson	75.00
206243	01/29/2026	Michael Huard	75.00
206244	01/29/2026	TERESA C. OGILVIE	75.00
206245	01/29/2026	MissionSquare Retirement	250.00
206246	01/29/2026	MSD Environmental Services, Inc	13,500.00
206247	01/29/2026	Mutual Of Omaha	17,872.67
206248	01/29/2026	Patricia A Kelley	75.00
206249	01/29/2026	PETVET CARE CENTERS LLC	275.77
206250	01/29/2026	PROLOGIC ITS, LLC	14,301.96
206251	01/29/2026	Derric L Porter	75.00
206252	01/29/2026	Honor Martial Arts LLC	28.50
206253	01/29/2026	Rebecca Townsend	75.00
206254	01/29/2026	WWLX-WWLX Radio	7,800.00

POOLED CASH CHECK LISTING

206255	01/29/2026	Safe Industries		5,280.00
206256	01/29/2026	Sandra J McGuire		75.00
206257	01/29/2026	Sherry Y White		75.00
206258	01/29/2026	Shirley D Vaughn		75.00
206259	01/29/2026	SKYLOGIX LLC		6,912.00
206260	01/29/2026	South Central Tennessee Development District		15,000.00
206261	01/29/2026	Summit Uniforms		85.00
206262	01/29/2026	T-MOBILE		321.08
206263	01/29/2026	TANGRAM DESIGN LLC		5,000.00
206264	01/29/2026	TN HOSPITALITY AND TOURISM ASSOC		300.00
206265	01/29/2026	UDP MT PLEASANT DISPOSAL LLC		23,290.04
206266	01/29/2026	CFS		2,099.78
206267	01/29/2026	United Waste Haulers Of TN LLC		473.46
206268	01/29/2026	Verizon		3,639.68
206269	01/29/2026	Verizon Wireless	01	219.85
206270	01/29/2026	Verizon Wireless	04	4,366.22
206271	01/29/2026	Verizon Wireless	05	1,936.46
206272	01/29/2026	Victoria A Overton		75.00
206273	01/29/2026	Virginia Scott		75.00
206274	01/29/2026	Volunteer Paving LLC		142,325.33
206275	01/29/2026	Waymond D Watkins		75.00
206276	01/29/2026	WITMER PUBLIC SAFETY GROUP, INC		980.13
206277	01/29/2026	WM CORPORATE SERVICES, INC		29,332.20
206278	01/30/2026	City Of Col Employees Retireme		612,031.85
206279	01/30/2026	City Of Col Tn Retirement		61,668.87

GENERAL

Total Purchase Cards:	$	112,392.42
Total Payroll Transfers:	$	1,977,970.37
Total Misc. Transfers:	$	171,671.25
Total Checks:	$	1,612,930.00
Total:	$	3,874,964.04

STATE STREET AID

Total Purchase Cards:	$	-
Total Misc. Transfers:	$	-
Total Checks:	$	14,636.28
Total:	$	14,636.28

SANITATION

Total Purchase Cards:	$	5,097.13
Total Payroll Transfers:	$	105,474.47
Total Misc. Transfers:	$	7,816.54
Total Checks:	$	264,891.14
Total:	$	383,279.28

WASTEWATER

Total Purchase Cards:	$	5,662.39
Total Payroll Transfers:	$	247,772.53
Total Misc. Transfers:	$	20,787.79
Total Checks:	$	2,414,983.27
Total:	$	2,689,205.98

DRUG

Total Purchase Cards:	$	-
Total Checks:	$	1,284.70
Total:	$	1,284.70

INSURANCE

Total Misc. Transfers:	$	109,457.12
Total Checks:	$	147,536.41
Total:	$	256,993.53

CAPITAL PROJECTS

Total Purchase Cards:	$	3,770.26
Total Misc. Transfers:	$	2,077,509.72
Total Checks:	$	298,851.59
Total:	$	2,380,131.57

GRANT

Total Purchase Cards:	$	-
Total Misc. Transfers:	$	1,300,000.00
Total Checks:	$	66,716.81
Total:	$	1,366,716.81

Surplus Listing for Council Agenda 3/12/2025

Inv Id	Description	Serial#	Department
3960	11 red medical bags		Fire
3961	13 blue medical bags		Fire
3962	Keurig K-Compact	K3635.010u.RN+HSZ	City Recorder
3963	Ford Tractor EASPWR	BD39896	Parks
3964	John Deere Tiller		Parks
3965	Drag		Parks
3966	John Deere Box Blade		Parks
3967	Kubota 3990	26798	Parks
3968	Lift Gate		Parks
3969	Bucket		Parks
3970	Bush Hog		Parks
3971	Ryan Lawnaire Aerator 544876	94501790	Parks
3972	Tiller		Parks
3973	Woods Mower (x2)		Parks

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Tara Smith, Benefits Administrator, tsmith@columbiatn.gov 931-560-1580

AGENDA ITEM TITLE: APPROVE AND AUTHORIZE THE CITY OF COLUMBIA TO REVISE THE CURRENT FEE STRUCTURE WITH MUTUAL OF OMAHA TO INCLUDE COMPREHENSIVE SERVICES FOR EMPLOYEE ASSISTANCE PROGRAM SERVICES WITH AN ESTIMATED COST OF $4,644.60 PER YEAR

RECOMMENDATION: Approve.

INFORMATION: The City provides an Employee Assistance Program (EAP) for city employees. The Finance Department requested and reviewed quotes for EAP services and found that Mutual of Omaha has the most comprehensive program which is offered at a lower cost. Basic EAP services are currently included in our group-term life insurance rates. The upgrade to Mutual of Omaha's comprehensive plan will provide a full Employee Assistance Program (EAP). Making this change from our previous EAP provider to the full comprehensive plan EAP with Mutual of Omaha, will result in $4,440.00 annual savings.

CERTIFICATION: The Chief Financial Officer certifies that $4,645 is available and unencumbered in the Insurance Fund.

ATTACHMENTS: Staff Report, Mutual of Omaha documents.

MUTUAL OF OMAHA

Current rate prior to adding EAP:

- Basic Term Life - .20/1000
  - Estimated Volume $25,802,969 x .20 = $5,160.59/month
- AD&D - .03/1000
  - Estimated Volume $25,802,969 x .03 = $774.09/month
- TOTAL Monthly Premium = $5,934.68

Proposed rates adding Comprehensive EAP (EFFECTIVE 7/1/26):

- Basic Term Life - .215/1000
  - Estimated Volume $25,802,969 x .215 = $5,547.64/month
- AD&D - .03/1000
  - Estimated Volume $25,802,969 x .03 = $774.09/month
- TOTAL Monthly Premium = $6,321.73

Estimated Additional Monthly Cost adding Comprehensive EAP = $387.05

Estimated Additional Annual Cost adding Comprehensive EAP = $4,644.60

(Life services EAP current annual cost from 7/1/25-6/30/26) = $9,084.60

Savings by making the switch to Mutual of Omaha $4,440.00

Mutual of Omaha

Underwritten by
United of Omaha Life Insurance Company
A Mutual of Omaha Company

Group Insurance Proposal

Presented To:

City of Columbia

Presented By:

Roger Witherow & Assoc Inc

Includes:
Basic Term Life and AD&D

January 22, 2026

22867782

BASIC TERM LIFE AND AD&D INSURANCE

Mutual of Omaha

Proposal for: City of Columbia
Alternate: 1.00

The following Basic Term Life and AD&D plan is being proposed on a fully-insured basis effective **07/01/26**. This proposal assumes this coverage is underwritten by United of Omaha Life Insurance Company. For additional information about Mutual of Omaha's products and services, visit *mutualofomaha.com*.

ELIGIBILITY

CLASS DEFINITION(S)

Class 1: All Eligible City Manager, Personnel/HR Director, Finance Director, City Recorder, Director of Emergency Management, Fire Chief, Police Chief, Director of Grants and Planning, Wastewater Director, Director of Parks and Recreation, Director of Public Work
Class 2: All Eligible Council Members, Appointed and Elected Officials
Class 3: All Other Eligible Employees

ELIGIBILITY REQUIREMENT

This proposal provides coverage for all actively at work employees on the policy effective date working the minimum number of hours shown below in the United States, unless otherwise approved by Mutual of Omaha. Certain requirements apply.

MINIMUM WORK HOURS

Class 1: 40 or more hours each week
Class 2: N/A - Actively Eligible
Class 3: 40 or more hours each week

BENEFIT SUMMARY

EMPLOYEE TERM LIFE BENEFIT AMOUNTS

	Benefit	Maximum Benefit	Guarantee Issue Amount	Minimum Benefit
Class 1	2X Annual Salary	$290,000	$290,000	$0
Class 2, 3	1X Annual Salary	$250,000	$290,000	$0

EMPLOYEE BENEFIT REDUCTION SCHEDULE* CLASS 1, 2, 3

At Age:	Benefits Reduce to:
70	65%
75+	50%

* All benefit reductions are a percentage of the original benefit amount. Coverage terminates at retirement. The Guarantee Issue Amount is reduced according to the reduction schedule.

EMPLOYEE AD&D BENEFIT AMOUNTS

The AD&D Principal Sum amount is equal to the amount of basic term life insurance.

PARTICIPATION AND COST SUMMARY

PARTICIPATION ASSUMPTIONS

	Minimum Participation	Number of Eligible Employees	Contribution Structure
Class 1	100%	11	Non-Contributory
Class 2	100%	6	Non-Contributory
Class 3	100%	346	Non-Contributory

COST SUMMARY

	Number of Lives	Total Monthly Volume	Monthly Rate	Total Monthly Premium	Total Annual Premium
Employee Term Life	399	$25,802,969	$0.215/$1,000	$5,547.64	$66,571.68
Employee AD&D	399	$25,802,969	$0.03/$1,000	$774.09	$9,289.08
Total	--	--	--	**$6,321.73**	**$75,860.76**

ADDITIONAL BENEFITS - CLASS 1

WAIVER OF PREMIUM - DISABILITY

- **Definition of Disability** - Any Occupation
- **Elimination Period** - 9 months
- **Termination** - Age 65

LIVING CARE BENEFIT

75% to $217,500

LAYOFF/LEAVE

- **Temporary Layoff** - Not Included
- **Personal Leave** - 12 weeks
- **Furlough** - Not Included

CONTINUATION FOR FEDERAL AND STATE LAWS

Included – The federal Family and Medical Leave Act (FMLA) and Uniformed Services Employment and Reemployment Rights Act (USERRA) and any amendments thereto, as well as other applicable federal or state laws, may allow continuation of insurance in certain instances for leaves of absence, layoff or termination. Insurance may be continued for the time period allowed by the applicable law, for the employee/member. This provision applies to employer and union groups only, subject to certain conditions.

TRAVEL ASSISTANCE

Included

EMPLOYEE ASSISTANCE PROGRAM (EAP)

Comprehensive with 3 face to face visit(s) – An in-house team of master's level EAP professionals are available 24/7/365 to provide individual assessments. Employees can use face to face sessions for legal or financial referrals, with one legal or financial referral per issue. Access to EAP services is obtained by calling 1-800-316-2796 or by using an online submission form for employee convenience. Online there are valuable resources and links for additional assistance, including: current events, family and relationships, emotional well-being, financial wellness, substance abuse and addiction, legal assistance and work and career. For CA residents, face to face visits are limited to three in a six month period.

AD&D

24 hour coverage for employees

AD&D BENEFITS

- Seat Belt - Common Carrier - Airbag

CONVERSION

Included

ADDITIONAL BENEFITS - CLASS 2

WAIVER OF PREMIUM - DISABILITY

- **Definition of Disability** - Any Occupation
- **Elimination Period** - 9 months
- **Termination** - Age 65

LIVING CARE BENEFIT

75% to $187,500

LAYOFF/LEAVE

- **Temporary Layoff** - Not Included
- **Personal Leave** - Not Included
- **Furlough** - Not Included

CONTINUATION FOR FEDERAL AND STATE LAWS

Included – The federal Family and Medical Leave Act (FMLA) and Uniformed Services Employment and Reemployment Rights Act (USERRA) and any amendments thereto, as well as other applicable federal or state laws, may allow continuation of insurance in certain instances for leaves of absence, layoff or termination. Insurance may be continued for the time period allowed by the applicable law, for the employee/member. This provision applies to employer and union groups only, subject to certain conditions.

Travel Assistance	Included
Employee Assistance Program (EAP)	**Comprehensive with 3 face to face visit(s)** – An in-house team of master's level EAP professionals are available 24/7/365 to provide individual assessments. Employees can use face to face sessions for legal or financial referrals, with one legal or financial referral per issue. Access to EAP services is obtained by calling 1-800-316-2796 or by using an online submission form for employee convenience. Online there are valuable resources and links for additional assistance, including: current events, family and relationships, emotional well-being, financial wellness, substance abuse and addiction, legal assistance and work and career. For CA residents, face to face visits are limited to three in a six month period.
AD&D	24 hour coverage for employees
AD&D Benefits	- Seat Belt - Common Carrier - Airbag
Conversion	Included

ADDITIONAL BENEFITS - CLASS 3

Waiver of Premium - Disability	▪ **Definition of Disability** - Any Occupation ▪ **Elimination Period** - 9 months ▪ **Termination** - Age 65
Living Care Benefit	75% to $187,500
Layoff/Leave	▪ **Temporary Layoff** - Not Included ▪ **Personal Leave** - 12 weeks ▪ **Furlough** - Not Included
Continuation for Federal and State Laws	**Included** – The federal Family and Medical Leave Act (FMLA) and Uniformed Services Employment and Reemployment Rights Act (USERRA) and any amendments thereto, as well as other applicable federal or state laws, may allow continuation of insurance in certain instances for leaves of absence, layoff or termination. Insurance may be continued for the time period allowed by the applicable law, for the employee/member. This provision applies to employer and union groups only, subject to certain conditions.
Travel Assistance	Included
Employee Assistance Program (EAP)	**Comprehensive with 3 face to face visit(s)** – An in-house team of master's level EAP professionals are available 24/7/365 to provide individual assessments. Employees can use face to face sessions for legal or financial referrals, with one legal or financial referral per issue. Access to EAP services is obtained by calling 1-800-316-2796 or by using an online submission form for employee convenience. Online there are valuable resources and links for additional assistance, including: current events, family and relationships, emotional well-being, financial wellness, substance abuse and addiction, legal assistance and work and career. For CA residents, face to face visits are limited to three in a six month period.
AD&D	24 hour coverage for employees
AD&D Benefits	- Seat Belt - Common Carrier - Airbag
Conversion	Included

REQUIREMENTS AND ASSUMPTIONS

Mutual of Omaha

SIC Code

9111

Situs State

TN

Acceptance

This proposal is contingent upon Mutual of Omaha Home Office review and acceptance of the completed application for coverage. It is recommended that current coverage is not cancelled or dropped until notification of acceptance from Mutual of Omaha is received.

Limitations & Standard Contract Notice

This proposal is subject to Mutual of Omaha's standard product terms, limitations, and exclusions. Additionally, this proposal requires use of standard system-compatible benefits and contract provisions. Applicable federal and state mandates are added at issuance.

This proposal also assumes that all employees/members reside in the situs state of the group. If any employees/members reside outside of the situs state of the group, we must be notified of the number of employees/members by state during the implementation process so that all applicable state mandates can be accommodated.

Please refer to a sample standard contract, certificate booklet and/or subscription agreement documents for additional information and detail, available upon request.

ERISA

Each plan presented in this proposal is considered to be an employer-sponsored ERISA benefit plan. If it is determined that any plan presented in this proposal is not an ERISA benefit plan, Mutual of Omaha reserves the right to re-rate or otherwise adjust the proposed plan(s).

Proposal Conditions

Mutual of Omaha reserves the right to re-rate or withdraw this proposal *prior* to the effective date if any of the following changes:

- SIC code
- Employer contributions
- Information regarding disabled or COBRA participants
- For groups that are experience rated - risk increases based on review of the current carrier's claims experience, including open or pended claims
- Demographics (age, gender, occupation, earnings, location and size)
- Plan participation - increase or decrease of 10% or more lives
- Laws, regulations, judicial and/or administrative orders and decisions affecting benefits, cost of administration, or cost of health care services
- If employees are residing in extraterritorial jurisdictions that were not otherwise disclosed
- Proposed effective date
- Benefits or eligibility
- Premium tax

On or after the effective date, Mutual of Omaha reserves the right to change rates or fees if there is a change in any factor listed above. In addition, Mutual of Omaha may change rates or fees any time after the most recent Rate Guarantee Date, provided at least 30 days advance notice of the rate or fee increase has been given to the group.

Proposal Expiration

This proposal is good for 90 days after 01/22/2026, or the assumed effective date of the plan, whichever comes first.

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EMPLOYEE ASSISTANCE PROGRAM

Available Services When You Need Help the Most

City of Columbia
GoooAXGQ

Life isn't always easy. Sometimes a personal or professional issue can affect your work, health and general well-being. During these tough times, it's important to have someone to talk with to let you know you're not alone.

With Mutual of Omaha's Employee Assistance Program, you can get the help you need so you spend less time worrying about the challenges in your life and can get back to being the productive worker your employer counts on to get the job done.

Learn more about the Employee Assistance Program services available to you.

We are here for you

Visit the Employee Assistance Program website to view timely articles and resources on a variety of financial, well-being, behavioral and mental health topics.

mutualofomaha.com/eap
or call us: 1-800-316-2796

Comprehensive EAP Services

Features	Value to Company and Employees
Employee Family Clinical Services	• An in-house team of Master's level EAP professionals who are available 24/7/365 to provide individual assessments • Outstanding customer service from a team dedicated to ongoing training and education in employee assistance matters • Access to subject matter experts in the field of EAP service delivery
Counseling Options	• Three sessions per year (per issue) conducted by face-to-face* counseling or telehealth (text, chat, phone, or video) via a secure, HIPAA compliant portal
Exclusive Provider Network	• National network of more than 10,000 licensed clinical providers for face-to-face counseling • National network of more than 30,000 licensed clinical providers for telehealth counseling • Network continually expanding to meet customer needs • Flexibility to meet individual client/member needs

*California Residents: Knox-Keene Statute limits no more than three face-to-face sessions in a six-month period per person.

Mutual of Omaha

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Comprehensive EAP Services *(continued)*

Features	Value to Company and Employees
Access	• 1-800 hotline with direct access to a Master's level EAP professional • 24/7/365 services available • Telephone support available in more than 120 languages • Online submission form available for EAP service requests • EAP professionals will help members develop a plan and identify resources to meet their individual needs
Employee Family Legal Services	• Valuable resources – legal libraries, tools and forms – available on EAP website • 25% discount for ongoing legal services for same issue
Employee Family Financial Services	• Inclusive financial platform powered by Enrich that includes financial assessment tools, personalized courses, articles and resources, and ongoing progress reports to help members monitor their financial health
Employee Family Work/Life Services	• Child care resources and referrals • Elder care resources and referrals

Online Services	• An inclusive website with resources and links for additional assistance, including:
	  ▪ Current events and resources
	  ▪ Family and relationships
	  ▪ Emotional well-being
	  ▪ Financial wellness
	  ▪ Substance abuse and addiction
	  ▪ Legal assistance
	  ▪ Physical well-being
	  ▪ Work and career
	• Bilingual article library

Employee Communication	• All materials available in English and Spanish
Eligibility	• Full-time employees and their immediate family members; including the employee, spouse and dependent children (unmarried and under 26) who reside with the employee
Coordination with Health Plan(s)	• EAP professionals will coordinate services with treatment resources/providers within the employee's health insurance network to provide counseling services covered by health insurance benefits, whenever possible

Insurance products and services are offered by Mutual of Omaha Insurance Company or one of its affiliates. Mutual of Omaha Insurance Company is licensed nationwide. United of Omaha Life Insurance Company is licensed nationwide, except in New York. Companion Life Insurance Company is licensed in New York. Each underwriting company is solely responsible for its own contractual and financial obligations. Some exclusions or limitations may apply. Not all services available in New York.

ENRICHING YOUR LIFE

EAP Quick Tips

If you're looking for ways to improve your life, Enrich can help. This convenient, online tool is designed to help you become financially healthy. And it's free!

The Enrich financial wellness tool provides you access to a wide range of informational and educational resources. Including:

- Online courses
- Webinars and financial coaching videos
- Budgeting tools and calculators
- Career development tools
- Chat functionality for technical support
- And more!

Enrich is a one-stop shop to raise your financial awareness and help you succeed. Here's how:

Step 1 – Take Our Financial Checkup

First, we gain a better understanding of your financial situation. Then we create a personalized plan to help you achieve your financial goals.

Step 2 – Get Your Recommendations

We deliver personalized recommendations and track your progress.

Step 3 – Understand Your Money Personality

Your personality can affect your plan's overall success. We'll show you how.

Step 4 – Stay on Track

We'll help you stay on track with easy-to-use financial tools, courses and up-to-the-minute financial content.

Enrich Your Life – Enroll Today!

To enroll in this award-winning financial program, simply visit the Enrich website at mutualofomaha.enrich.org. Click the sign-up link in the upper right corner of the homepage. Then complete the information requested in the white box. That's it. Get ready to Enrich your life!

MUTUAL of OMAHA

Employee Assistance Program administered by Mutual of Omaha Insurance Company or United of Omaha Life Insurance Company. Mutual of Omaha Insurance Company is licensed in all 50 states. United of Omaha Life Insurance Company is licensed in all states, except in New York. In New York, administered by Mutual of Omaha Insurance Company, 3300 Mutual of Omaha Plaza, Omaha, NE 68175.

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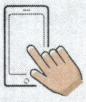
EMPLOYEE ASSISTANCE PROGRAM

COMPREHENSIVE MANDATORY REFERRALS

Occasionally, employees may have personal or work-related issues that impact their job performance. As a leader in your organization, you have access to a consultation with an EAP consultant who will guide you through a difficult employee situation. Please begin by calling the EAP to speak with a consultant to make a mandatory referral.



Call 800-316-2796, option 4 to speak with a skilled, master's level EAP consultant

Be prepared to share company policy information and actions that have been taken to address performance issues such as verbal/written warnings, performance improvement plan, action plan or last chance agreement

The EAP consultant will provide you with documents including a Release of Information (ROI) form that must be signed by the employee prior to the EAP releasing any information related to compliance with the referral

EAP Guide for Managers (detailed handbook) is available upon request

Mandatory Referral Documents Include:

- Release of Information Form
- Behavioral Indicators Checklist
- Comprehensive Management Referral Chart

EAP Consultants Will Assist You With the Following:

- Consulting on issues impacting performance
- Consulting on issues affecting the workplace
- Communicating expectations related to employee compliance
- Creating an action plan. The plan may involve referrals that are:
  - Guided EAP Referrals
  - Mandatory EAP Referrals
  - Other referrals such as Fitness for Duty or SAP evaluations

We are here for you

Call 800-316-2796 Option 4 | Fax 402-351-6308
mutualofomaha.com/eap

Mutual of Omaha

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EMPLOYEE ASSISTANCE PROGRAM

BASIC REQUEST FOR TRAINING

Fee for Service

With Mutual of Omaha's Employee Assistance Program, you can offer your employees the help they need so they spend less time worrying about the challenges in their life and can get back to being the productive workers you count on.

Learn more about Mutual of Omaha's Basic EAP plan, which offers essential services that can help your employees during their time of need.

Sometimes your organization might need additional learning opportunities, Mutual of Omaha's EAP team offers cost-effective training for your organization and employees. A variety of topics and training formats are available including on-site and telehealth. Topics include:

- Family Matters
- Diverse Family
- Parenting your Teen Series
- Healthy Living Seminars
- Exercise Program
- In the Workplace
- The Millennial Series
- Minding your Money
- Communication Techniques for Today's Workplace
- Financial Bootcamp
- Getting in and Going to College
- Performance Management
- Practical Productivity
- Preventative Living
- Special Programs

Trainings are offered at a flat rate fee of $325, per 30-60 minute training under the Basic EAP Plan.

*4 hours of training per calendar year included with Comprehensive plan.

We are here for you

Contact **1-800-316-2796** option 4. Speak with an experienced EAP consultant for more information.

Mutual of Omaha

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EMPLOYEE ASSISTANCE

2026 SEMINAR TRAINING CATALOG

Engaging Seminars | Inspirational Content
Educational Action Plans

Our mission is to empower our customers to make meaningful changes, resulting in a healthier, more productive workforce.

Mutual of Omaha

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Catalog of Seminars 2026

What We Do:

We are a full-service corporate training firm providing interactive, motivational seminars on a broad spectrum of topics. BLI has helped countless employees productively handle the stress of balancing life and work in a complex world. Our programs promote learning new skills to assist participants in embracing the challenges of change and life's issues.

Employee Seminars, Executive Training & Special Programs:

BLI's award-winning trainers understand the ever-changing workplace needs of today's employees and employers who are trying to balance a wide variety of life and work-related issues. We have developed specialized programs to address these important issues, including managing stress, balancing work and family life, emotional intelligence, health and wellness, household budgeting, organizational change, team building, leadership skills, workplace effectiveness, parenting issues and caring for elders.

Our Speakers & Trainers:

Throughout the United States, Balancing Life's Issues, Inc.'s diverse, highly skilled speakers are informed, engaging professionals who are experts in their respective fields and bring a multitude of talents, interests and experiences to the seminars. They work closely with each client to deliver training programs that will maximize learning and retention. Numerous employees have benefited from their years of knowledge as well as from the innovative programs designed to motivate and drive individuals and organizations forward.

Delivery & Customization:

Each seminar is conducted by one of our engaging and experienced trainers from our extensive network. Training can be delivered virtually, via webinar or teleconference.

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Dealing with Change for Families
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Raising Diversity In Your Home
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Screen Guide
Surviving and Thriving Through Divorce
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Advanced Tools and Techniques for the Fully Funded 401(k)
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College Tuition: Understanding Financial Aid
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How Financial Stress Affects the Workplace
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How to Reduce Body Fat Without Restrictive Eating
How to Speak with Your Health Care Provider
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Navigate Life Transitions
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Patient Safety
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Effective Presentation and Public Speaking Skills
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Empathy
EQ Making It Work for You
Ethics and Values
Everything You Need to Know About LinkedIn
Fostering Inclusion In The Workplace
Fresh Start
Getting Managers Engaged
Handling And Managing Chaos
Handling Death In The Workplace
Health And Well-Being In The Workplace
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How To Create The Secret Sauce — The Perfect Team
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Manager's Guide to Check-In Conversations
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Succession Planning
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Suicide Prevention
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The New Resume
The Power of Persuasion: How to Influence Others
Thinking Traps
Trust
Unconscious Bias
Understanding Personality Types
Working with Children Home
Working with Millennials
Workplace Trauma — For Managers
You're Promoted! The New Manager

Community

Community and Giving Back: Leaving Our Footprints

Fewer things in life give us more joy than helping others. It is a feeling that provides us with purpose and meaning. But the journey to finding and participating in service can be daunting and intimidating. Sometimes it's easier to find reasons not to do anything than to do something at all. In this training you will learn the mental and physical benefits of service along with tips on how to overcome your fears to help you find purpose and get involved.

Cults: Understanding and Deprogramming

The word 'cult' may likely remind you of names and events from long ago. However, the reality is that cults are still with us today and remain as powerful and dangerous as days gone by. This training will help you understand cults, recognize their tactics and understand how you can help loved ones break free from the stranglehold of their grip.

Cultural Myths in Media: Fact or Fiction

In our culture, pictures have become tools used to introduce planned emotional reactions in the people who see them. This goes for news/media outlets as well. In today's world of blogs and online media, it is important to learn how to be a critical viewer in order to differentiate what is true and what is fallacy. Participants will learn why these myths matter and how they can greatly impact and construct our views.

Decreasing Violence on College Campuses

As parents, we want our children to thrive during their college years; to be challenged academically, to enjoy their new surroundings, to make new friends and successfully step into the new, young adult phase of their lives. Understanding the facts about violence on campus, learning how to talk with your young adult about these issues and becoming aware of available resources are important first steps to help protect your children.

Disaster Preparedness

In all situations, basic knowledge and preparation is the key to survival and recovery. We will talk about people and pets, as well as how you can prepare everything from documents to home protection and what you need to have ready to go so you can prepare with your family.

Final Arrangements: Honoring, Remembering, and Celebrating a Life

In this session, we will explore the grieving process and provide guidance on navigating the difficult journey of losing a loved one. Participants will learn how to initiate proactive conversations about end-of-life wishes, making funeral planning more manageable and respectful of final desires. The session will also cover caregivers' rights, important considerations when making final arrangements, managing personal grief, and available support for post-bereavement care. By the end, you'll feel more prepared to honor your loved ones and care for yourself through the process.

First Responders: Focus on Wellness

Supporting first responders requires specialized knowledge and skills, as their high-stress, trauma-filled work can deeply impact their well-being, both on the job and at home. This discussion-based session will explore key insights into the unique challenges faced by first responders and healthcare workers, offering practical tools and strategies to address their mental, emotional, and physical wellness. Join us to learn how we can better support these vital professionals and help them maintain resilience in the face of extraordinary pressures.

How Safe Are You?

We live in a world where personal safety is an issue that cannot be ignored. This class covers some basic steps we can all take to be safer in our surroundings, including best practices and options for making yourself safer as well as changes we can make in our personal behavior to reduce the risk of becoming a victim.

Power of Volunteering

This class explores why volunteering benefits both individuals and organizations. Physical, intellectual and emotional benefits of volunteering are discussed in depth. Participants will gain a deeper understanding of both the personal and professional benefits of volunteering.

The Truth About Hate Crimes

Learning about the history and the definition of the term 'hate crimes' is critical to our understanding of what is happening in our world. In this course, we will discuss the rise of hate crimes against specific communities, such as Asian-Americans, along with ways to get involved and support those who are disproportionately affected.

Values Conversations around JEDIBA

JEDIBA: Justice, Equity, Diversity, Inclusion, Belonging, Access. Several years after the tragic murder of George Floyd, the conversation around diversity, equity, and inclusion remains essential for employees, managers, and leaders alike. In this seminar, we will focus on the vital role of justice, belonging and access in fostering a truly inclusive and equitable workplace. We'll explore how these elements are integral to a thriving diversity program and discuss actionable strategies for creating lasting, meaningful change.

What You Need to Know About Demonstrations

This presentation will provide participants with history and background of political demonstrations and demonstrators. Join this interactive session to discuss the psychology of protests, the different methods of assembling, why protests do not always remain peaceful, and strategies to explain these sensitive topics to children.

Family & Friends

Becoming a Pet Parent

Have you been considering pet adoption? This seminar offers valuable information to prospective pet parents, with topics ranging from selecting the right type of pet for your family, to expenses associated with pet care and the differences between pet stores and animal shelters. Attendees will also be provided with numerous topics for further research, to aid in their pet adoption journey.

Best Practices for Supporting Others

This seminar will allow participants to discuss the basic techniques for providing help and support to others. Participants will learn how they can provide support without taking on the role of a counselor/therapist and leave with real life strategies they can use to help listen and support their loved ones.

Caregiving

Nearly one out of three Americans is currently providing care for a family member. This class will cover the issues of self-care, how to assess your family's needs and how to maintain balance within your life. We will also discuss common emotions caregivers may experience as well as special situations caregivers may face.

Children and Divorce

This class will discuss many issues that can occur for children during a divorce. Topics will include how to break the news to your children, how you can reassure them and help them cope with issues of self-blame. We will look at the basic needs of children during this time, including how you can help your children effectively communicate and achieve continuity, while living in multiple homes.

Children and Stress

Stress impacts children as young as seven years old, which can stop them from having a happier and more balanced childhood. This workshop outlines the causes, signs and red flags of stress among children and when parents should seek additional guidance. We will discuss the symptoms of stress in children along with techniques that will help children on an everyday basis.

Dealing with Change for Families

Change is inevitable in life; however, for some, changes can be harder to adapt to than for others. This seminar will equip participants with the tools they will need to successfully navigate change together as a family. In this seminar, we will discuss what big or small changes are going on in participants' lives and address what is needed to work through these changes as a family. Children, partners, spouses and friends will all be addressed in this seminar.

Don't Forget Your Social Life!

Are you working your life away six days a week, or 12 hours a day? Don't forget that it's important from time-to-time to close that mental office door, kick back for some leisure and fun and remember that stress reduction activities are an essential part of life. Make time for your favorite hobbies, as well as the people who are important to you. This seminar is all about balancing your job with your social life.

Elder Care

It's not uncommon for one family member to be the sole caregiver for an older relative. This seminar will teach participants how to create a family approach to caregiving. We will discuss how family dynamics and family history impact a family's ability to work together as caregivers. Participants will learn strategies for problem-solving and managing conflicts with siblings and other family members.

Family & Friend Guide to PTS

We hear a lot about Post Traumatic Stress (PTS), but it can often be confusing for family and friends to support their loved ones who live with it every day. This training addresses what PTS is, in layman's terms, and how it can develop. Even more important, this seminar will cover how we can support our loved ones who are dealing with PTS symptoms and the sometimes frustrating situations it can create.

Fatherhood: A Day in the Life

This journey we call life has plenty of plot twists along the way. Becoming a father is toward the top of this great story. You are your son's first superhero and your daughter's first love. In this seminar, we will talk about how to prepare for the changes, balance your priorities and establish a routine.

Grief, Dying and Death

This is meant to be a thoughtful and compassionate seminar that helps people talk and deal with a topic that's not often discussed. For many of us, this can be a very confusing time in our lives when we lose someone close to us and we don't have a lot of experience with it. This is a session where people can share, explore and educate themselves on ways of coping with their grief.

Handling a Family Crisis

For those who may be going through a family crisis or simply want to prepare, this class will cover how to manage expectations and guilt. Learn how to cope with financial challenges and what to expect during transition times. This class can also be geared toward managers supporting employees going through a family crisis.

Helping our Children Achieve Their Dreams

During this seminar, participants will gain the knowledge to help empower our children with the tools to turn their dreams into realities. We will focus on the importance of fostering a supportive and non-judgmental environment. This presentation will aid parents in the transition to becoming their child's coach, to help them achieve their dreams.

Helping Troubled Teens

This seminar will cover the facts of what it is like for a teen to live with a mental illness. We will discuss signs and symptoms, when a parent should be worried and how to get help. We will give suggestions on what you can do as a parent, to help your child.

Is High School Enough? The New Age

Today, most Americans believe that a college education has taken on the position that a high school education once had; a college degree is now a necessary ingredient for a good job and a way to live a comfortable lifestyle. In this seminar, we will go over the important life skills and responsibilities one gains in college, along with how to determine if the expense is worth it. Do you have a plan for your child or children? We will also go over goal setting at an early age, and how to create a plan for your child.

Keeping Your Aging Loved Ones Safe

We all want to be safe and enjoy our life to the fullest extend as we age. For that to happen, both caregivers and seniors need to be well-informed on basic safety procedures. This seminar will introduce six areas of safety procedures, with resources and tips that seniors and caregivers can use to stay as safe as possible throughout the years. (This program is available in two parts with each covering three areas, or as one combined presentation.)

Managing Fear and Anxiety in Children

During this presentation, we will discuss some important tactics to help children, throughout all age groups, deal with anxiety and fear. Parents will learn that our own fears and anxieties must be handled in order to provide proper support to our children. After completing this training, participants will be able to help their children cope with their anxieties through compassion, structure, and flexibility.

Managing the Holiday Season

While the holiday season can be filled with celebrations and family gatherings, it can also bring stress, sadness and feel overwhelming. In this seminar, we'll explore common sources of holiday stress and provide practical strategies for managing your emotions, time, relationships and finances. You'll also gain tips for staying organized, handling holiday demands and reflecting on the role of traditions in your life. Join us to discover how to strike a balance and find more peace and joy during the holiday season.

Navigating Decisions as a Family

Sometimes there is no choice. Sometimes decisions are made quickly and we need to learn the tools to communicate these choices effectively to our children and families. In this seminar, we will address the questions you may have regarding family decisions and how to navigate them with as little stress as possible. We will address different decisions you may be facing, concerns you may have and how your decisions will affect the entire family. People may be at different places, but the process should be about the same. This seminar will provide you with the tools you will need to navigate decisions as a family.

Prolonged Grief

The trauma of the pandemic has transformed how we recognize and process grief, as evidenced by prolonged grief being added to the DSM-V. Participants will learn the definition of prolonged grief, how it affects us cognitively, emotionally, and physically, and best practices to cope. This interactive session will provide participants with treatment options and resources to support our loved ones during challenging times.

Raising Diversity In Your Home

This is an opportunity for all parents/caregivers to learn how to effectively communicate on the diversities in the world today. We all come in different shapes and sizes, and we have different backgrounds, beliefs and abilities, that reflect on where we come from. You will learn how to talk about dealing with stereotypes and how to set a positive example for your kids.

Relationships

The definition of a good relationship is personal, but in many cases, it is shaped by a supportive partnership that fosters growth by each of the individuals. This class will include interactive and lively discussions on the misconceptions of relationships, the meaning of fulfillment, the importance of communication and the real definition of happiness.

Screen Guide

In today's digital world, many parents are conflicted on when and how often to let their children use their screens. We will discuss age limits and recommend some of the apps/websites that have been approved, so parents can safely set limits. Setting limits often brings many challenges and we will delve into how to tell our children why guidelines are necessary.

Surviving and Thriving Through Divorce

This seminar provides helpful and practical information for those experiencing all stages of a divorce or separation, including an overview of the divorce process, litigation versus mediation, coping skills and tips on surviving the emotional toll of separation or divorce.

The Sandwich Generation

Most employees today will face having to take care of an elderly relative while they are still taking care of their own families. This is known as the "Sandwich Generation." This class will discuss how to collect information, communicate with family members and be proactive about planning for the care of your aging parents/relatives.

Today's Family: Challenges and Changes

Whether you have a traditional family or a single-parent household, all families face many of the same challenges. Parenting is still one of the toughest jobs we have. This class looks at the history of families and offers some best practices for how to keep the dynamic healthy, including some fun things families can do together. This class is meant to be discussion based.

Too Much Gaming

Gaming Addiction is a newly named disorder that can affect your life the same as a substance addiction. In this program, we will discuss the difference between playing games and having an addiction to games, and learning how to spot the disorder. Treatment options will also be discussed so those affected are able to get the help they need.

Financial

401(k) Savings Fundamentals

The goal of this class is to provide you with a fundamental understanding of retirement savings and why it is so important to start saving now. Learning how to invest in 401(k) savings plans will not be such a daunting problem once you learn the fundamentals. By starting early in a plan, you will have the advantages of building up wealth accumulation for retirement. Finally, we will provide you with information on resources to support your investment planning.

Advance Directives

There are so many issues in life that you can't prepare for, but advance directives, just as the name implies, helps you plan for directives that you want done in the future. This class will define advance directives and identify their benefits. Participants will learn about living wills and durable powers of attorney for health care. We will also identify strategies for communicating with older relatives about the need for advance directives as well as resources that can help you complete them.

Advanced Tools and Techniques for the Fully Funded 401(k)

This class will introduce participants on how to best manipulate their current 401(k) holdings to reduce future taxes, expand their legacy to family, and coordinate IRAs with this 401(k) tool. We will discuss tax advantages (i.e. NUA technique), stock options in company plans, applicability of a Roth IRA when deciding on income sources, the opportunity of 'in service' withdrawals, and additional deductible investment tools to manage risk as you get older.

Basic Banking and Banking Tips

Learn the different aspects of banking, banking products, services and procedures, and their effect on managing your money. In this class, we will understand the role a bank has in the creation of money supply, the importance of maintaining a healthy cost-to-income ratio and the basic concepts of accounting, such as assets, liabilities, debits and credits. Participants will also learn to balance multiple accounts and understand the difference between mutual funds and CDs.

Building Good Credit and Improving Your Credit Score

Your credit score is very important. In this seminar, we will motivate and reassure participants with low credit scores, that there are ways to make it better. We will explain how the FICO system works, what you should and should not do, and how you can use this information to improve your credit score.

Car Buying: New or Used, Buy or Lease?

Deciding to either pay for a new car or lease a used one for the very first time, can be a tough financial decision. There is a lot to understand when it comes to this type of purchase. Weighing options between different leasing fees or large down payments for purchase is a lot to figure out on your own. This seminar will help you learn what the best decision for you might be, when it comes to this significant purchase.

College Tuition: Understanding Financial Aid

Financial aid is an umbrella term that includes many different types of grants, loans and other methods of assistance to pay tuition. This seminar helps parents understand the college financial aid process, which can make a high tuition college more affordable than you imagined. Participants learn how to apply as well as how to understand what the financial aid package means to the financial lives of them and their child.

Eldercare — Financial Planning

Many of us help our older relatives with their finances and this seminar will guide you through that process. This seminar will give you an opportunity to create a budget to cover the basics of social security, Medicare, while respecting the wants and needs of your loved ones. You will also learn some warning signs that your loved ones may need extra help, as well as scams and pitfalls to be aware of, that have affected seniors.

Estate Planning

This seminar does not offer legal advice but does explain the documentation needed for estate planning. You will learn the terms for will-planning, guardianships and trusts, and review the pros and cons of various options.

Financial (cont.)

Estate Planning — Ramifications of Your Employee Benefits Package

This class will help older employees understand how the benefits they earned during their employment years will impact their lives to come. Conversations will include group life insurance, pensions, long-term care, deferred compensation, income with respect to a descendent (IRD), and even frequent flyer miles. All of these have tax and planning ramifications post-employment for employees and their families. Lost opportunities such as net unrealized appreciation (NUA) to lower taxes on company stock, use of trusts, the differences of IRA and 401(k) as well as other qualified plans at death or disability, will also be addressed.

Financial Fitness

Even smart people with good jobs and high-paying compensation can find themselves in financial problems. This includes cash flow and debt issues that can be a daily distraction and make for 'bad' corporate and personal behavior. This course will address the personal impact of financial inaction, the effect on family, and some of the simple and small steps necessary to initiate significant change.

Financial Planning for Higher Education

College is expensive, and figuring out a way to afford it can be overwhelming. In this session, we will make it easier for you to anticipate the challenges and prepare for the funding of college. Participants will learn about a variety of options to help cover the cost of college, including 529 savings plans, loans, scholarships and different types of financial aid. We will also cover things to consider when selecting a college.

Financial Wellness and Moving Forward

As more time passes, we reflect on what we experienced in the year 2020 and use it to move forward in a positive direction. In this course, participants will explore the positive steps everyone can take to better their finances, health and interpersonal relationships and how these three areas are interrelated. In doing this, participants will understand how to improve their situation both this year and beyond, through the applications of best practices.

Holiday Budgeting

We may have our finances under control during the year, but holidays can seriously send spending out of control. This class will help you avoid waking up on January 2 thinking, "how could I have spent that much!?" This motivational class teaches a skill set to keep the holidays in balance, financially.

Home Buying: The Best Investment

In today's economy, there are few investments that offer as good of a return than a home. In this seminar, we will explain the process of buying a home and the preparation that's necessary for such a major, long-term investment. We will cover terminology and provide you with resources so you can make informed decisions when buying a home.

How Financial Stress Affects the Workplace

The past years have proven that financial stress is here to stay, and sometimes it can spill over into other areas like work performance. By examining the stressors, participants will begin to take charge of financial aspects of their lives that can improve their workplace experience.

Identity Theft Protection and Self-Help

Identity theft has become a fact of life for many Americans. This class reviews how it occurs, how it can be prevented, as well as how to recognize some of the red flags. A checklist and resources to prevent, protect and recover are provided to participants, including actionable steps to take if it happens to you.

Importance of Having a Will

You work hard for your money and you should make sure that it, and your other assets, end up where you want after your death. There is much confusion about what you need to do to preserve your wealth and intentions, and in this class, participants will leave understanding the components and alternatives to their choices.

Investment Basics

This class will help participants understand the difference between saving and investing. We will discuss how to identify your investment goals, learn how to create a mix of investments, identify key points to investing and develop a plan to get you started.

Living Off Your Paycheck

Common sense, no-nonsense advice for making ends meet. This seminar will cover goal setting and how your money beliefs can affect the way you save and spend. We will discuss how to reduce debt, learn the difference between "meat and gravy" and consider how to increase your wealth.

Managing a Budget for The First Time

Your first big job comes with your first big paycheck. But it also comes with the tough questions about what you're going to use this hard-earned cash for. Taking time to devise a plan can be a critical part of the process. This class will help you to create a good budgeting plan by analyzing your income and expenses.

Managing Your Money in Tough Times

For years, we have heard that if you follow sound financial practices and stick to a plan with a solid foundation, you will come out ahead. Financial times today have changed not only the rules, but also, how we need to react. In this session, we will give you new ways to think and new actions to implement to not only help you survive tough financial times, but actually come out even, or potentially ahead.

Mind Over Money

This class examines your personal history with money and how money effects emotions. This includes healthy vs. unhealthy attitudes and best practices in dealing with money decisions.

Money Basics

In this class, we will discuss spending and saving money. Information will include various types of credit, like secured and unsecured cards, as well as information on credit scores, their importance and how to manage bill paying.

Personal Finance Boot Camp

This comprehensive three-hour program (which can be offered in three, one-hour sessions) puts all the pieces of the financial puzzle together in terms anyone can understand. It gives participants the knowledge and tools to move forward to relieve financial stressors created by lack of knowledge and confusion. With tools in hand, participants will leave with their own priorities on personal finances to make smart decisions throughout their lifetime.

Planning a Financial Future

Preparing for the future means being financially savvy in wealth, savings, investments, and even in times of emergencies. Yet too many of us are not saving like we should. In this class, we will talk about some typical roadblocks to saving and how we can deal with them.

Social Security Retirement Planning

There are many aspects to social security that employees should be made aware of well before retirement age. Due to deadlines for applying, planning and understanding how these benefits work is very important. This class reviews what people need to know and when they need to act so that they can include social security retirement in their financial plan.

Take Control of Your Finances

For many individuals and families, dealing with finances can be challenging. If you get to the end of the month and feel like money has control over every aspect of your life, then this session is for you. You will learn the basic skills to be able to take control of your finances. You will also learn how to communicate about your finances and develop a plan to achieve your financial goals.

Tax Tips

This class will help you understand the secrets of reducing your taxable income, how to break down the federal tax reporting system and how to remove the mystery behind the ever-elusive tax return You discover simple changes to make regarding deductions and exemptions, and learn the four tax-saving strategies to help reduce your taxable income.

Healthy Living

Teaching Our Children About Money

Surveys repeatedly show that many teenagers do not understand even basic financial concepts. This class will determine how we look at and communicate our money values so we can effectively teach our children. We will discuss parental attitudes toward allowances and working, as well as how to set goals and create spending and saving strategies.

A Balanced Retirement Life

The goal of this seminar is to help people ask the right questions so that they can make decisions that are appropriate for their retirement. We will cover the issues to consider for future planning and help you evaluate your current road map. Our goal is to focus on the positive aspects of retirement — not just the challenges.

Addiction

This seminar will cover it all, including what defines an addiction, how does someone become addicted and what are the signs of addiction that we need to look for? If you or someone in your life is dealing with addiction, this seminar will help you understand the symptoms, components, and even the myths surrounding the disease. It will also end with tips and steps on the recovery process.

Alcohol and Substance Abuse

This class will address the basics of alcohol and substance abuse. We will look at how to identify if someone has a problem, the difference between substance abuse and dependence, how drugs affect the body, along with common family and social problems that arise from substance abuse and how to get help.

All You Need to Know About Cholesterol

In this program, participants will explore the complex role of cholesterol. They'll examine the role it plays in nutrition and health and learn about the numbers that indicate good cholesterol levels. There will be an opportunity to discuss the various types of fats that contribute to good and bad cholesterol numbers. Additionally, diet suggestions will be offered.

Alternative Medicine: Fact or Fiction

Learn the basics of the most commonly utilized alternative healing arts, including chiropractic, homeopathy, herbal and Chinese medicines, naturopathy, acupuncture and therapeutic massage. See how these healing modalities can contribute to and enhance your overall health and wellness.

Alzheimer's and Dementia

This is not a medical class about what Alzheimer's is — it's a seminar about lifestyle and caring for those living with Alzheimer's. You will learn that it is possible to prevent Alzheimer's symptoms by living a brain-healthy lifestyle. We will talk through and suggest the steps you can take to slow down, or possibly reverse, the process of deterioration that the disease can have.

Be Positive

Although not everyone believes in the power of positive thinking, it is a field that has been utilized by countries around the world, for centuries. Today, scientists understand why the attitudinal approach — positive versus negative energy, dramatically impacts us, as well as our relationships with others. In this class, we will discuss our ability to benefit from the power of positive thinking by making changes to our thought process and perspective.

Bicycle Safety

This seminar will provide you all the information you need from bike maintenance to road safety, so that you can enjoy the ride!

Body Image

Do you ever catch yourself looking in the mirror and become judgmental, self-critical or ashamed? Unfortunately, we are probably all guilty of it from time to time, but if your body image is something you find yourself struggling with on a daily basis, then this seminar can help. We will guide you through tips and tools to overcome your image issues and help you love your body exactly the way you are!

Breast Cancer Awareness

The purpose of this seminar is to educate and empower participants regarding breast cancer. (Breast self-exam demonstrations can be added). This seminar is for informational purposes only. It is not intended to give medical advice, diagnose or make treatment recommendations.

Cafeteria Shopping
For many people, trying to eat healthy during the workday seems unachievable. This workshop will lead you through the typical cafeteria choices to help you create a personal "shopping list" of foods for better health.

Clean Living
Clean living is all about cleaning out the toxins in your life. This is a mind/body approach to living a clean and healthy lifestyle. We will discuss what adds toxins to your mind and body and how to eliminate them for good. Some aspects of this seminar will discuss how we can establish a healthier way of eating through whole, real, nutrient-rich food. We'll also look at how eliminating the processed food, that is a normal part of most people's diets, can help support a clean living lifestyle. We will discuss toxic products we use in the home, vitamins and supplements and many more areas during this seminar.

Colorectal Cancer Screening
To beat colorectal cancer, it is paramount that the disease is detected as early as possible, which is why colon cancer screening is so important. This presentation discusses symptoms, tests, treatments, and prevention.

Compassion Fatigue
For many of us, our day-to-day jobs are not only physically exhausting, but also mentally exhausting. The class will guide you through what compassion fatigue is, the signs and symptoms and real-life strategies to combat the exhaustion in our everyday lives.

Creating an Annual Well-Being Plan
Ready to crush your well-being goals without burning out by February? In this session, we'll walk you through 12 game-changing habits that will boost your physical, mental, and emotional health all year long. You'll get to pick the ones that fit your lifestyle, and we'll even throw in some resources to help you stay on track (because we know life happens). By the end, you'll be ready to tackle your well-being plan like a pro and enjoy a healthier, happier you.

Dealing with Mental Health Issues
Mental illness can affect your life and those around you. Whether it is a friend or loved one dealing with mental illness, there are things you can do to help clear a path for better living.

Dealing with Serious Sleep Issues
Do you have difficulty sleeping? Check out this program where you'll explore sleep disorders and their causes (circadian rhythms, insomnia and snoring/sleep apnea), discuss the benefits of sleep studies and examine sleep's relationship to stress and the release of cortisol. Additionally, you'll identify ways to address insomnia and leave with helpful resources.

Depression
Depression occurs in persons of all genders, ages and backgrounds. It's among the leading causes of disability worldwide and affects over 120 million people. In this seminar, we will discuss the causes, symptoms and impact of depression, as well as ways to both seek and receive help. Though depression can be reliably diagnosed, few of those affected actually receive the proper treatment. We will learn the barriers to treatment as well as ways to overcome them for a happier, healthier life.

Diabetes
What is diabetes? This class will answer all of your questions. During this seminar, we will discuss the causes, signs and symptoms of diabetes and look into the differences between the different types of diabetes. By the end of this seminar, we aim to help participants be aware of the lifestyle and nutrition changes they need to make, to manage living easier, with diabetes.

Eating for High Energy
Looking at how food can actually make you feel more energized is the focus of this class. We will discuss blood sugar levels, exercise and best foods to fuel your mind and body!

Eating Right for Life
Donuts for breakfast, candy bar for lunch? Eating on the run? Does this sound familiar? Participants in this seminar learn the benefits of nutrition, including the importance of making informed food choices to develop and maintain sound eating habits.

Eating Right on the Run and on a Budget
We all make excuses for eating "junk or "fast" food. This seminar will cover realistic strategies that will allow us to eat well without breaking the bank. There are many options and knowing the truth empowers us to make the right choices for our health, and even our wealth. Learn the basics of eating healthy within your financial means, including when to select organic foods.

Embracing Happiness

We have so many things at our disposal but are we really happy? This seminar focuses on what it means to be happy and provides insight into what we need personally to live a happy, more satisfying life.

Emotional Eating

Are you an emotional eater? This program will define what that is and identify reasons for it. Participants can explore their own personal food history and examine the relationship between mood and cravings. They'll also look at questions to heighten awareness of choices and determine their own eating behavior. For those who want to move out of emotional eating, there are identified steps, best practices and resources.

Exercise As You Age

As the body gets older, understanding the changes in the mechanics of the body is important to determine what kinds of exercise is optimal for overall health. In this seminar, we will journey through some common methods for injury and illness prevention and treatment, through fitness and wellness.

Exercise Basics

Can't seem to find the time to fit exercise into your daily schedule? This workshop looks at the benefits of fitness and exercise. Strategies to incorporate exercise into your busy lifestyle will be discussed. Learn how to enjoy exercise at home, work and when you travel.

Exercise at Home

In this course, participants will go beyond the basic principles of exercise science to take their fitness training to the next level. Together, we will explore the core elements of fitness training and apply them to case studies. Participants will leave with the knowledge to plan their progressive training program and maximize future workouts.

Fear and Anxiety: Moving Forward

Fear and anxiety can cause challenged in being fully present and enjoying our lives. In this class, participants will discuss the similarities and differences between fear and anxiety, while learning how they can impact our ability to be productive and comfortable. Together, we will explore the power of harnessing our thought towards a pathway for successfully managing our fears and anxieties, as well as resources and coping strategies that can help us to move forward.

Filling the Nutritional Gaps

In this program, participants will explore snacking, determine its benefits and examine its impact on blood sugar. They will discuss how effective snacking meets the body's need for recommended nutrients and how myplate.gov can be used to determine gaps and which recommended foods will address them. Participants will explore the role of fiber, compare and contrast soluble and insoluble fiber and identify sources of each.

Forgiveness

We all carry around grudges — some large, some small. The consequences of living with these grudges can negatively impact personal relationships, our weight, levels of jealousy towards others and even difficulty achieving success at work. This course follows the art of forgiveness, showing us the lasting effects of harboring grudges, and the power that returns to us when we allow ourselves to "let go" and move on.

Getting Organized

If you need help getting organized, this program is for you. It looks at the downside of being disorganized, helps you determine your own organizational quotient, explores why we're disorganized. This session also examines the benefits of organization and identifies how to start. It addresses organization issues in both our homes and at work, discusses storage issues, helps you determine if disorganization is a problem and offers resources.

Getting You Help

Often times, things in life can get so busy, we forget to check in and see how we are doing. We need to stop from time to time and evaluate our own mental health. Are we anxious all the time,sleeping well at night, overeating or under eating? This class will provide you with the opportunity to remind yourself to run through a mental health check list to evaluate both your emotional and physical wellbeing; ultimately helping participants find the help they might need.

Gratitude

This seminar is about learning the science behind gratitude and how it can help to increase meaningful relationships in all areas of your life. The newest research in this course empowers individuals to learn how to incorporate gratitude both at work and home. This topic is a continuation of increasing awareness of the complicated relationships we have in our lives. When we focus on what we can be grateful for each and every day, it offers a new perspective on our daily life.

Green Tips for the Home

This seminar provides an overview of practical actions one can take to reduce our carbon footprint while saving money. In addition to detailing the advantages of using organic and natural products, participants will learn how to increase thermal efficiency and save electricity. The curriculum demystifies many elements of an ecological lifestyle, to start participants on the road to going green in their own lives.

Grocery Shopping

In this seminar, you'll learn how to master the art of healthy grocery shopping while keeping your budget in check. We'll share tips on how to plan ahead for nutritious meals, cut costs, and whip up quick, easy dishes — all while minimizing food waste. You'll walk away with practical resources for shopping and cooking around dietary restrictions, exploring helpful meal-planning apps, and finding coupons to score the best deals. Get ready to shop smarter, cook better and make the most of every trip to the grocery store.

Health News

The sheer volume of health news available today is overwhelming. The good news is that we have access to a constant flow of information that keeps us informed and allows us to make good decisions about our health and health care. This class will teach you to filter out what you need, know which sources to trust and how to make sure the information you find is accurate and relevant to your health care decisions.

Healthy Aging

There is a new saying that 60 is the new 40. The way our society looks at age is changing, reflecting longer life spans and conditions that have never been experienced before. The manner in which we relate and interact with our surroundings makes a huge difference in our individual perception of the aging experience. In this class, we will discuss age as a state of mind and in relation to our surroundings.

Healthy Kids

Healthy kids lead to healthy adults. We will discuss the research behind living a healthy life and practicing preventative healthcare for kids, as well as the impact healthy living can have on the minds and bodies of children as they grow. Learn how you can raise a healthy kid with areas of discussion that include nutrition, exercise, immunizations and sleep needs for children.

Healthy Tips for Business Travel

Do you love or loathe business travel? Are you somewhere in between? In this program, participants will identify how to prepare things ahead of time, determine how to avoid unhealthy temptations on the road and explore how to incorporate exercise, sleep and healthy food choices into business travel. We will also examine hazards and best practices.

How to Boost Your Self-Confidence

In order to handle today's extremely challenging situations, we need to believe in ourselves so we can be at our best. This seminar will outline why confidence is so important and how to continue feeling strong and empowered. We will have an interactive, engaging conversation that will help you feel more confident both at work and at home.

How to Reduce Body Fat Without Restrictive Eating

In addressing our national obesity crisis, many individuals seek out harmful methods to reduce body fat, including restrictive eating. In this seminar, participants will learn simple, healthy eating habits to follow in order to reduce body fat without problematic steps. Join this class for physician recommended best practices, dietary guidelines, and steps for success in feeling full while losing body fat.

How to Speak with Your Health Care Provider

This seminar is necessary due to all of the changes happening in healthcare today. Doctors have very little time to spend with patients, thus, every minute you spend with a physician truly counts. This seminar is designed to give patients a set of specific tools to optimize visits, including pre-appointment preparation and communication during and after an appointment.

Increasing Mental Toughness
The goal of this seminar is to provide participants with the opportunity to reflect on the challenges of the past year, to recognize opportunities for growth in the face of adversity. We will discuss what it means to be mentally tough, how to find the positive in negative circumstances, manage ambiguity, and react with agility to change. Finally, we will dive into the importance of 'grit,' defined by Dr. Angela Duckworth as 'passion and sustained persistence applied toward long-term achievement', which is a much needed skill for both personal and professional growth in today's world.

Inflammation, Diet and Disease
In this program, participants will explore inflammation, including chronic inflammation, and learn how it leads to disease. They will also have an opportunity to identify and discuss foods that comprise a pro-inflammatory diet and determine ways to reduce chronic inflammation, by leveraging healthy diet and lifestyle choices.

Learning About Headaches
If you or your family member is a headache sufferer, you know how disruptive they can be to your work and life in general. In this class, we are going to provide you with an overview of headache types, what causes them and helpful ways to prevent and eliminate them.

Lightening Your Life with Laughter
This informative and enjoyable workshop shares proven techniques for using laughter to reduce stress in your life. The history, practices and beliefs of this therapy as well as how to become more positive, will be explored. This seminar reminds participants about the wonderful energizer called laughter, with its many therapeutic benefits, including looking at life in a way that takes some of the stress out of it.

Loneliness
What is loneliness? Are you lonely? How can you overcome loneliness? Loneliness is something that can affect our well-being along with our physical and mental health. All your questions, plus some very practical suggestions and tips for overcoming loneliness, will be discussed during this seminar.

Love
What the world needs now is love! One of the key ingredients to being successful in life is to embrace love in all its complexity. Interestingly, many of us have never embraced the study of love. This class will delve into defining, analyzing, and challenging us to love ourselves, others, and our job in a more holistic way.

Love Part 2 — The Complexities of Love
During Part 2 of this Love series, we will take a deeper dive into the various levels of love. During this seminar we will spend some time analyzing our own relationship with love and discussing what it means to have unconditional love. We will discuss the various relationships in our lives where it is standard to love unconditionally, no matter the circumstances. To wrap up this seminar, we will spend some time creating our own unique plans for love in our lives.

Managing Fear and Anxiety
Fears and anxieties are made up of thoughts that are based upon either personal experiences or beliefs. Pretending that these fears and anxieties do not exist, or are not as bad as they seem, can actually make them worse. In this class, we will learn how to talk through our thoughts to realize that our fears and anxieties are manageable and controllable.

Maximizing Your Brain's Potential
It is extremely important to make the most of your brainpower for both work and fun. Doing this means taking care of your whole self. In this class, you will learn how everything you do, including learning, impacts your brainpower. This program draws on ongoing research in neuroplasticity, the brain's ability to continue to grow.

Men and Depression
Men are less likely to suffer from depression than women, but also less likely to seek help. This presentation discusses the various causes and effects of male depression, and why it is much more rare for men to seek professional help. Participants will learn how to recognize signs of depression, how they can help themselves and support others.

Men's Health
In this day and age, it is clear that men have their own set of health issues and are unfortunately, less likely to seek help on their own. This class will emphasize the importance of preventive measures for men's health and discuss everything from sleep issues to cancer screenings and how to find a healthcare provider.

Menopause

Even though menopause can be a very unique experience for each woman, there are many experiences that are shared. This program will define menopause and contrast it with perimenopause. It will identify what you can expect, examine causes and explore potential complications. It will also look at tests, treatments and remedies, as well as the importance of partnering with your healthcare provider..

Mental Health

It is important to know that mental health problems are more common than we think, and that you can get better with the right help and treatment. This class focuses on people who need information on mental health and illness, but may not love or live with someone with mental illness. This includes an overview of mental illness, stats, the facts, stigma, treatment, and resources.

Mindful Connection with Food

Discover the power of mindful eating! This session will teach you how to fully engage with the food you eat, from savoring each bite to understanding the benefits of conscious connection with your meals. Learn practical tips to help you become more aware while eating, allowing you to foster a healthier, more intentional relationship with food. Join us and transform the way you eat, one mindful bite at a time!

Mindful Meditation

In our busy, automatic pilot lives, we may find that we crave opportunities to be mindful. In this program, participants will examine the focus of mindful meditation, define it, explore what it is and isn't, identify its benefits, discuss data that supports mindful meditation and have an opportunity to practice it.

Navigate Life Transitions

Changes in our personal and professional lives often occur around major life transitions, such as moving, marriage, death and divorce. We all need strategies to make these transitions easier and that is exactly what we will cover in this session.

Nutrition Navigator

Looking to plan some healthy meals during your busy week? Looking to have a better understanding of components like nutrition labels, blood sugar levels, and fiber? This seminar is a nutrition navigator that will help you plan healthy meals and introduce some of the nutrition basics, on your journey to a healthier you!

One Life: Empowering Your Journey to True Balance (60 minutes)

Alignment is the key to harmonizing your priorities, values, and goals across all areas of life, from work to personal time and relationships. By embracing synergy instead of rigid boundaries, you can cultivate well-being, enhance productivity, and live a more balanced, fulfilling life. This session will guide individuals on how to live a more balanced, purposeful, and empowered life by aligning their actions and priorities with their core values.

Opioid Addiction

Opioid abuse and dependence have become a national epidemic. This training will educate on what opioids are, as well as provide information on signs and symptoms of opioid abuse/dependence and available treatment options to those struggling to recover from this addiction.

Overcoming Burnout

If you're feeling overwhelmed by the pressures of everyday work and home life, then this workshop focusing on burnout issues will help you bring your life back into balance.

Patient Safety

What do we need to know to be safe? We and our loved ones are all patients of the health care system at one time or another and it is critical for our safety and care that we are well informed. This class will help make patients aware of their rights and remind them of the potential problems that can arise in hospitals or under a physician's care.

Preventing Burnout

Burnout is the result of prolonged emotional, mental and physical exhaustion caused by ongoing stress — but it doesn't have to be inevitable. New research shows that with self-care, healthy boundaries and effective time management, we can prevent burnout before it takes hold. In this interactive session, you'll gain practical strategies to protect your well-being, build confidence in seeking help when needed and engage in real-life role-playing scenarios to practice these skills. Take charge of your energy and learn how to prevent burnout for good!

Promote Family Health

It is a family's responsibility to take care of each other. We will discuss how people can be empowered with knowledge, to promote healthy living on the home front.

Psychology of Exercise

Going into your workout with the proper mindset can drastically change the results you yield. Practicing mindfulness, breathing techniques, and meditation increase your mental strength so you can tackle your day with optimal energy and focus.

PTS: Veterans & Military Self-Help

During this specific Veteran and Military self-help workshop, we'll explore what's happening, how we're feeling, and most importantly, what we can do about it. Events happening in our community and around the globe may have a direct impact on the feelings, emotions, and thoughts of veterans and those currently serving in the military. What can we do about it?

Reclaiming Your Health: The Guide to Recovery

Many people today are struggling to regain a healthy lifestyle after a life-threatening disease, addiction, or physical and/or mental disability. Learn how to overcome the 'symptom management' mode, gain back energy and be productive.

Reducing and Managing Pain

Experiencing short term pain? Chronic pain? Looking to figure out what could be causing your pain? If you have answered yes to any of these questions and want to learn more about what pain is, its common causes, and how we can begin to reduce it, then this is the seminar for you. We will discuss everything from treatments to medications and the mind/body connection associated with pain.

Relaxation 101

In this introductory meditation workshop we will use guided imagery and breathing to learn how relaxation techniques make you even more productive during the day and help you sleep better at night.

Relaxation to Suit Your Lifestyle

Relaxation is necessary for staying healthy physically and emotionally. This seminar will explore the obstacles to practicing relaxation in our lives and provide practical tips and techniques to fit some relaxation into every person's lifestyle.

Resiliency, Part One

Resiliency is a major factor in our personal well-being. We all face difficult times in our careers and in our personal lives, but the challenge is how to bounce back and forge ahead in spite of adversity. In this two-part class, the goal is to educate participants about ways in which they can become more resilient and how to implement these strategies in their daily lives.

Resiliency, Part Two

Resiliency is learning to manage your life to the best of your ability every day so you are prepared to deal with life's challenges and rebound quickly. In the second part of this class, we will identify the major challenges we come across daily, along with how we can respond positively to these common pitfalls by learning effective goal-setting strategies that will help us be proactive and be prepared for life's downfalls.

Self-Care Right Now

Self-care is the key to your own health, while also allowing you to empower others and adapt to change. In this class, we will focus on what we eat, sleep management and our physical activity levels, all elements of self-care that we control. In this interactive session, we will discuss the important role stress management can play in impacting our physical and emotional health and the power of communicating and setting healthy boundaries to live happier lives.

Setting Boundaries

With ever increasing access to employees around the clock, setting respectful boundaries is crucial to being successful and to avoid feeling overwhelmed. In this class, participants will analyze the best practices to communicate boundaries in a professional and respectful manner, while recognizing and preparing for conflict with employers or colleagues. Join this interactive session to master the art of delegation, manage expectations of others, and stay consistent to achieve the balance between your personal and professional life that you deserve.

Sleep Basics

In this seminar, you will learn the physical and mental benefits of a good night's sleep, along with how to establish daily habits that promote and improve your sleep environment. We will discuss techniques for relaxation and dealing with insomnia.

Staying Focused During Times of Change

This class is designed to explore the value of mindfulness and focus during times of change. We will look at how the brain works and the importance of regulating emotions. Steps and tools for improving focus will be discussed.

Staying Strong and Resilient

Have you recently changed jobs, had a change or loss in your life, or begun caring for an aging relative? How do you handle challenges, problems and hardships in your life? Learn strategies for staying strong and resilient, maintaining a positive outlook and reducing stress in your life.

Stress Reduction Tool Bag

How do you know you are stressed? Do you recognize the symptoms of stress? Explore the newest research and what experts are saying about good and bad stress.

Sun Protection

We all hear that it's important to wear sunscreen and limit sun exposure, but do we know about the long-term damage the sun can cause? This will be an in-depth seminar that will review and address the dangers of the sun. In this seminar, we will discuss sunburn, sun protection tips, as well as topics related to the summer heat like heat rash and hydration. Participants will leave this class with a true understanding of how to protect themselves from the risks that the sun can cause.

Technology and Exercise

Dive into the rapidly expanding world of technology in the fitness industry and how to benefit from the immense influx of information and innovation. From new types of exercise routines and equipment, to suggested apps and tech wearables — knowing what is available will provide a huge advantage in reaching your exercise goals.

The Art of Feng Shui

The term Feng Shui has grown in popularity recently, but what is it? This program defines and explains what it is, while exploring the tools used and examining what it does. During the course of this presentation, participants will look at the impact of clutter, the role of color and the five elements associated with Feng Shui. They will also leave with suggested resources to learn more about the concept.

The Connection Between Exercise and Mental Health

Exercise is great for our bodies and our hearts love it too! It boosts our immune system, helps to reduce our risk for contracting many diseases and just plain makes us look better. But, what can it do for our mental state? Come explore how exercise contributes to a healthy brain, what actually happens to our brain when we exercise and why it is so essential to our mental health.

The Importance of Unplugging

In today's world of remote work, the lines between work and home are more blurred than ever. And technology allows us to be constantly connected. In this session, we will discuss the impact of being connected 24/7 as well as the benefits of unplugging. You will get some tips on how to take action to unplug from work and reconnect to your life.

The Truth About Dieting

In this seminar, we will discuss why diets don't work and, more importantly, explain what does. When to eat, what to eat and how much to eat, among other topics, will be covered in this seminar that will leave you with a good idea of how to maintain a healthy weight the right way!

Tools for Today

After the past few years, nothing is more important than prioritizing our mental and physical health in the pursuit of happiness. During this class, participants will learn about best practices that have been proven to enhance our lives. Participants are encouraged to share their own tools for personal fulfillment through mindfulness, healthy eating, sleep routines, socialization and putting our own self-care first.

Understanding Food Labels

Tired of feeling lost when reading food labels? This session is your ultimate guide to cutting through the confusion and making smarter, healthier choices! We'll show you how to decode nutritional facts, spot the key info that supports your health goals, and break down the buzzwords, claims and marketing tricks on food packaging. Plus, you'll get the inside scoop on what those food dating stamps really mean and why checking the ingredient list is a game-changer. Leave this session feeling empowered and ready to shop with confidence, know exactly what's going into your cart!

Understanding Your Immune System

The immune system is complex, intricate and interesting. In this seminar, we will take a look at how your immune system works, so you can understand what it is doing for you each day, as well as the effects that nutrition, exercise, sleep and stress have on your immune system.

What Is Anger?

What is anger to you? We all tend to get angry at times. In this seminar, we will do some self-reflecting on our past and present and look at how anger affects us. Knowing exactly what anger is and what it is not, is a big step in helping us learn how to keep it under control. Discussing the best practices to avoid any feelings of anger or resentment can help us live a happier and less stressful life.

Healthy Living (cont.)

Women and Depression
Discover the depth of this illness on women and its effects on your life, both professionally and personally. We will discuss the signs, causes, and ways to cope and get help. Classes for both employees and managers are available on this topic.

Women's Health
Women often have an intuition when something is wrong and are more likely to seek out medical help. However, women are not always aware of the risks of heart disease (the number one cause of death for women) or strokes, both of which are silent killers, as well as many cancers. The good news is there are many preventative steps you can take and this class will cover those as well as the signs, symptoms and alternative solutions available today.

Workday Workouts
The objective of this class is to help understand why exercise is vital and how to easily make it a part of your daily life. We will cover why eating nutritiously is just as important as sweating often, and participants will learn some things they can do throughout the workday, to stay fit.

Yoga 101
This class covers a brief history of yoga and provides descriptions that clarify the differences between some of the most popular types of yoga in the United States. There is a version available that is a guided yoga class with a yoga professional.

You Can Be Smoke Free!
Whether the occasion is your next birthday, or the Great American Smoke Out, this class will provide information, facts and strategies for smokers to become nonsmokers. Participants will develop a personal action plan to reach their goal.

Your Healthy Heart
Paying attention to your heart health is one of the best things you can do to improve your quality of life, longevity and overall health. In this seminar, we will touch on the various terms and factors you need to know to achieve better heart health.

Parenting

Authoritative Parenting

Authoritative parenting focuses on responsiveness and demands, and as we know, there are times when we need to take control of our children and their lives. This particular style works very well, helping parents keep in-tune with their children. We will discuss communication techniques, appropriate discipline, and listening skills. This class is meant to be very interactive and address real-life scenarios. This class is best suited for parenting children up to 12 years old.

Co-Parenting

Parenting is a challenging responsibility, especially for those who are going through a separation or divorce. The good news is, that with planning and understanding, you can parent just as effectively as you did before. In this class, participants will learn the challenges and strategies to co-parent successfully and learn how to focus on what is best for your children.

Communicating with Young Children

This class specifically covers how to communicate with young children. We will explore the importance of good communication, what to expect at various stages and what kinds of communication techniques work best with younger children.

First-Time Parenting

First time parenting can be exciting, overwhelming and exhausting. Although everyone will have their own individual journey as a first-time parent, this class will help to prepare you for some of the things you can expect. In this class, you will also learn some tips for staying sane, getting sleep, asking for help and many more topics!

Navigating the Teen Years

This seminar will touch on very important topics for parents who are, or will soon be, navigating children through their teen years. Participants who attend this seminar will take a critical look at the difference between what is important to them vs. what is important to their teen. During this seminar, you will discuss risky behaviors, how to prevent them and managing conflicts with your teen, as well as the do's and don'ts of parenting a teen. You will leave this seminar with a toolbox of best practices for managing those tricky teen years.

Parenting Your Teen: At Risk Behavior

This session addresses the realities of today: the good news and bad news. We will discuss essential facts of at-risk behavior and give parents the chance to have frank discussions about their fears. Learn what to do, what not to do and what we, as parents, really need to know.

Parenting Your Teen: Career and Life Goals

This module is designed to help parents discuss career and life goals with their teens by looking at their teen's personal values, interests and work skills, in a positive way.

Parenting Your Teen: Communicating

Feel like you and your teen are speaking different languages? In this seminar, we will discuss how to create a comfortable climate for parent/teen communication, review the basic rules, the do's, the don'ts and the best practices, so you and your teen can be on the same page.

Parenting (cont.)

Parenting Your Teen: Finances

Learning about money at a young age is very important. As a parent, you can teach your teen about finances by determining how your money values impact your teen. Learn how to teach your children about financial goals and how to develop autonomy with money.

Parenting Your Teen: Friends and Family

This class helps parents of teens understand the distinction between teen/family and teen/friend relationships. We will discuss communication breakdowns, rewards and the importance of communication, as well as best practices and advice for families with teens.

Parenting Your Teen: Giving Back

Researchers say that people who offer love, caring and support to others have better mental and physical health. They suffer from less chronic pain, lower levels of depression, and a better overall sense of well-being compared to those who are less altruistic. The goal of this seminar is to help parents foster a sense of giving back in their teens.

Parenting Your Teen: Managing Conflict and Problem-Solving

Conflict between parents and teenagers is a fact of life. In this seminar, parents explore ways to help their teenagers resolve conflicts and establish guidelines for acceptable behavior. The goal is for your teen to become a mature young adult who is capable of making good decisions independently, so they can manage their life in appropriate, autonomous ways.

Parenting Your Teen: Relationships

Adolescence is a time when peer relationships intensify. Teacher and work relationships grow in significance and parental relationships are routinely challenged. This module will define relationships, review best strategies and discuss conflict resolution techniques to share with your teen.

Parenting Your Teen: Sibling Rivalry

Many parents suffer with sibling rivalry in their households. In this seminar, we will discuss how to lessen tensions between children, their rivalry against each other, and even the rivalry they have for their parents' attention, through habits that may encourage rivalry.

Parenting Your Teen: Social Issues

To understand teen social issues, you have to learn what your teen is experiencing and the issues that they face. We will review best practices for tackling issues like: alcohol and drugs You will leave with some important takeaways and resources to deal for your teen.

Parenting Your Teen: Teens and Sports

Teens today are exposed to multiple entertainment avenues that can foster inactivity such as video games, television and other media devices. Participation in organized sports is a great solution, but when can a good thing become too much? In this class, we will discuss the importance of providing our teens with balance and perspective for the activities they choose, especially as obesity rates rise in the U.S.

Parenting Your Teen: Test Anxiety

Test anxiety is a reality for many teens and it can prevent them from showing their true academic competencies. This seminar will give parents the tools to assess whether their teen has test-side jitters or true test anxiety. Parents will also learn how to help teens manage their anxiety with proactive exercises.

Parenting Your Toddler: Communicate, Motivate and Build Confidence

The toddler stage is the most challenging stage of any child's development. Toddlers are continuously going through developmental milestones. They are experiencing changes to physical coordination and learning how to communicate with complete sentences, all while coping with fast-changing emotions and growth spurts.

Parenting: Preparing to Go Back to School

The goal of this class is to provide participants with a fundamental understanding of how to provide our school age children with the social, emotional and academic support to provide a successful return to in-person learning. This class will provide steps on how to capitalize on the summer and ensure a smooth start for all students in the fall!

Preparing for College

A child going to college is a major family milestone. Household dynamics will never be the same. Preparing your child, his or her siblings, your spouse/partner, as well as yourself for this transition, is the goal of this program. If your child is attending college, you are already in the midst of coping with all the changes. If your child is still in high school, you have ample opportunity to take notes to prepare them and yourself for a productive transition.

Resiliency for the Working Parent

Today's working parent needs to build resiliency in order to prevent burnout. This class will give you the tools to manage stress while maintaining a sense of work and family life balance.

Single Parenting

This workshop offers a discussion on the challenges of raising children on your own. Techniques for caring for your children's needs while still having time for you and your needs, will be covered. We will discuss how to enjoy life even if it has become different than what you had expected.

Vaping — What Parents Need to Know

The use of e-cigarettes and vaping are becoming a crisis. This class will inform parents about the dangers of vaping and how to talk to your children about it.

Accountability
Accountability is about owning your actions and ensuring ethical behavior in your interactions with others. In this presentation, you'll learn how embracing accountability can enhance trust and transparency in the workplace. We'll discuss the benefits, as well as the challenges, of maintaining accountability and explore strategies for fostering a culture of shared responsibility. Through meaningful conversation, this seminar with equip you with the tools to minimize communication breakdowns and encourage open, honest dialogue.

Assertive Communication
This class will cover good communication vs. poor communication as well as understanding what assertive communication is. We will review a communication model to determine the purpose, focus and process of assertive communication. Tips and obstacles to good communication will be reviewed.

Being Trauma Informed
Trauma is not just an event that took place sometime in the past; it is also the imprint left by that experience on mind, brain and body. In this session, participants will learn how to understand and recognize trauma to support our employees and colleagues to get the resources they need and deserve. While it is not always evident who has been a victim of trauma, it is our job to ensure we are providing the empathic and safe work environment for all to be vulnerable to share their trauma and work together to move forward.

Benefitting from Ergonomics
Ergonomics is about aligning our bodies with our workstations/sites/tasks. This program examines the impact of poor ergonomics on both the worker and the workplace, and identifies common risk factors for different types of injuries. Participants will have an opportunity to identify problems with an office station setup and discuss common factory issues. This program will also offer suggestions for properly setting up an office station.

Building a Team Brand
Teamwork is an important part of continuous improvement. No one knows the job, tasks and goals better than the individual team members. To get real change, you need all of the knowledge from your team members' knowledge, skills and abilities to come together. When pulled together, you will be a successful team. This class includes the 'Marshmallow Challenge' exercise. Bullying and Violence in the Workplace Workforce environments are experiencing increased bullying and violence. Regardless of the contributing factors (stress due to downsizing, sandwich generation issues and/or financial strains), bullying and violence deteriorates productivity. This class will discuss the warning signs and strategies for both employees and employers, to better cope with bullying and violence in the workplace.

Building Your Personal Brand
In this session you will learn what it means to develop your "Personal Brand," and how to overcome barriers to reaching your goals. Participants will identify their personal values and utilize a vision board in support of their mission, vision, strengths, and skills. Additionally, your group will collaborate in an activity to create your "Personal Brand."

Business Etiquette
Good manners and business etiquette have always been based on common sense and thoughtfulness. Social skills can help us build more productive relationships and project a positive image. This class will include an interactive discussion on the do's and don'ts of business etiquette, including email etiquette.

Business Writing for Managers
Second only to verbal communication, written communication is a key to being a successful manager. Not only does effective writing help communicate what the manager is trying to say, but it also creates an image for the reader — whether he or she is a client, employee or associate. Learn how to make your writing convey the right message.

Call Center Stress Management
Working in a call center can be interesting, enjoyable, challenging and stressful all in one. In today's difficult economy, most of us are feeling additional stress in our lives. For customer service representatives, these stresses can heighten an already high-pressure situation. This seminar will provide information to help you better understand call center stress and offer strategies to help you successfully manage it.

Campus to Career: Transitioning Into the Workplace
For most graduates, it can be challenging to make the transition from being a college student to a working professional. Trading the campus life and study sessions for a full-time office job is a big change that not everyone is prepared for. Making sure you stay motivated early on is key when it comes to transitioning into the workplace. "Campus to Career" is a perfect seminar for anyone learning to juggle and accommodate the new lifestyle.

Career Development Strategies

This interactive seminar helps participants build an effective career development plan by taking a strategic look at self-awareness, career options and current job skills. This workshop will help participants identify their true passions, learn how to incorporate those passions into their individual career action plan and develop strategies for implementation.

Career Transitions

Career transitions are inevitable. Facing them because of downsizing, mergers and relocations takes courage and planning. Regardless of the reason, moving forward with a job change can be a satisfying personal journey. This seminar looks at all aspects of job changing, including self-evaluation, networking, and resourcing opportunities. Participants will gain the tools and attitude they need to build a bright, satisfying future.

Change Management for Leaders

This training is designed to familiarize participants with the elements of change. The goal is to help leaders manage the change process and understand the importance of their role in the process. We will provide an overview of each element and define each one as it relates to the leaders' role in change management. Opportunities for sharing examples from your own experience for each of the elements,will be included.

Coaching

Coaching is a one-on-one process that involves a relationship between two people — the coach and an individual. We can all benefit from coaching. You will leave this seminar with the tools and tips you need to be the best coach you can be, so that you can begin working with others to develop their professional skills and goals.

Collaborative Communication

Communication is an important skill to develop, but not many people understand why it is so important to communicate well. This class is applicable to parents, spouses, partners, colleagues and bosses. It explains why better communication can enhance our lives by teaching us new things. This is an interactive class, in which participants will get to practice the new techniques that are taught.

Collaborative Customer Service

The goals and objective of this seminar are to understand the challenges of delivering great customer service through effective, professional customer service communication. We will discuss stress management related to working in customer service, as well as final comments, action plans and evaluations.

Communicating Change to Employees

Does your staff dread change? This program will identify the kinds of changes organizations face, describe how to develop a communication plan and explore the importance of being proactive. It will also explain how to communicate change successfully using empathy and active listening skills, anticipate common employee reactions and explore working through the change.

Communicating During Times of Change

We have experienced many more violent attacks in the last ten years. Social media keeps us in the know, every nanosecond. When those topics come up at work, it can be an opportunity to share our views, however, we need a new set of tools to prepare us for engaging in conversations with others who have different views. This class will focus on how to look at our thought process and think before talking when controversial topics come up, so that we can reply with tact, while being respectful of others.

Communicating in a Tech World

Communicating face-to-face is not always possible in the business world. Today's communication depends on conference calls, texts and email chains that make it challenging to know when each outlet is appropriate. Nowadays, it's vital to use technology to communicate with workers worldwide. This class will show you how to interact professionally in the workplace using technology.

Communication for Managers

Communication is perhaps the most important skill a manager must learn and work to improve, in order to be effective. From the 'One-Minute-Manager' concept to continuous feedback, there are many ways to be an effective communicator. In this class, we will learn and practice the various skills that are needed to communicate as a manager.

Communication Skills for the Workplace

Communication is perhaps the most important skill to develop in order to be effective in the workplace, and it can be developed with practice. This class will help participants learn how to determine the goal of a conversation and what to do before, during, and after it, in addition to identifying barriers and use best practices.

Commuting

This class covers all aspects of commuting, including ticket purchasing, tips on traveling to and from the station, and making the most of your commuting time. We will cover how to find balance and what family adjustments might be necessary as well as the emotional side of commuting.

Work (cont.)

Compassionate Leadership
This training will give participants an in-depth look at how to lead with compassion. Attendees will learn the positive impact created by empathizing with the work force. This course will illustrate how genuinely caring for people leads to better feedback, professional development, and increased productivity.

Components for Great Communication
Great communication starts with you and this class will equip you with the tools and skills of being a great communicator. The seminar will discuss the importance of first impressions, various communication styles as well as giving feedback. This is a step-by-step class for making your communication with others easy and effective, so you can be at your very best at work and in everyday life. Remember, success in life all starts with you and how you communicate with others!

Concentration
Have you ever driven to work but not remembered the trip? If so then you can benefit from learning about the importance of concentration and how to improve it.

Conflict Management for Employees
This class will allow participants to understand and dissect their role in conflict, which is the first step to conflict management. This is a journey to assess and learn what you can do differently, to "play in the sandbox" productively with a wide variety of people.

Creating a Great Place to Work in Ten Easy Steps
This seminar will teach participants a vision of the ten steps needed to create a great place to work, because who doesn't want to come to work every day and love where they are and what they do? Participants will come out of this class with a clear vision of not only what a healthy work environment looks like but also how to create it in their workplace. This will be a step-by-step process. To make it work, an investment must be made by each and every person.

Creating Positive Work Environments
Topics covered in this seminar will be building trust, creating positive communication, setting expectations and needs, creative ideas for recognition and rewards, building teamwork, finding meaning in your work, and accepting responsibility and humor in the workplace. All of these areas help foster a positive work environment.

Creative Problem-Solving and Decision Making
Every problem has a solution. In this program we will explore some techniques to help us get to the solution sooner rather than later. This interactive class begins by asking for a list of problems that the attendees are currently working on, so they can see real life benefits of using these techniques.

Critical Thinking
Beyond just memorizing facts or learning from rote, learning to think critically expands a person's ability to problem-solve and see things in a new way. By learning how to ask different kinds of questions, we open the floodgates to different ways of viewing concepts. This class will take a look at the origins of critical thinking concepts as well as applications of them in our work and private lives.

Cross Cultural Sensitivity in the Workplace
As we work towards more dynamic and inclusive workplaces, we must consider cross-cultural sensitivity in the workplace. This in-depth course touches on unconscious biases and aggressions that we may commit, or experience, in the workforce, while also presenting solutions to help avoid these situations in the first place. We will also discuss why it is important to foster inclusion and how to combat aggressions when we see them.

Curiosity
In today's times, we need to look at what we are curious about and why. Curiosity drives motivation and often encourages us to take our careers and lives to new levels.

Customer Expectations
There is a perceived expectation that every customer has when going into a business relationship. To manage expectations, you must first start by understanding what the client's expectations are. You must learn how to manage your promises and how to measure satisfaction. Delivering on expectations means excellent customer service. In order to understand what your customers feel is a good level of service, you first need to ask them. Find out what your customer wants from your product or service. Then work out how you can meet those needs.

Dare to Be Bold
In today's emerging and aspiring world, we need to be bold. This seminar encourages us to achieve what we have yet to accomplish and to help us create an action plan to get there. It will touch on why we need to be bold, what holds us back, and what empowers us to move forward. This is a highly motivating class that will leave all participants thinking about their next steps in work and life.

Dealing With the Elephant in The Room

Dealing with the Elephant in the Room is a communications development seminar in which participants learn the skills to talk to anyone about anything. Participants begin by identifying the uncomfortable issues and realties they face at work and at home. Then they learn how to confront such issues with tact, empathy and clarity. This seminar helps increase productivity and improve relationships by proactively addressing problems, conflicts and misunderstandings.

Delegation

The concept of delegation garners agreement in practice but can be difficult to achieve. This program will define delegation, determine what it is and what it's not, explain when to delegate and explore the barriers to delegating as well as the benefits. There will be plenty of opportunities for discussion and participants will use a delegation pyramid to describe the delegation process, examine the importance of regular and frequent communication and learn when to say no."

Discipline

Join us for a dynamic, one-hour class on "The Power of Discipline," where we'll dive into how discipline shapes every aspect of life — from personal growth and professional success to academic achievement and health. Through practical techniques and real-life stories, this session will show you how to make discipline work for you. Expect interactive activities, engaging group discussions, and a Q&A to exchange tips and experiences. By the end, you'll walk away with actionable tools and the motivation to weave discipline into your daily life, boosting your productivity, resilience, and overall well-being.

Diversity in the Workplace

This class is not meant to fulfill a diversity requirement. It is meant to be an honest and open exchange of how detrimental and unacceptable certain demeaning behaviors are to groups that are different from the majority. The goal is not an attempt to change people's beliefs on diversity, but instead, change their behavior and reactions to situations.

Domestic Violence

On average, more than 1 in 3 women and 1 in 4 men in the U.S. will experience some form of domestic abuse or violence. Ending the myths and stigmas that surround domestic violence requires us to educate ourselves. This class will allow us get a better understanding of what domestic violence is, signs to look out for, traits of what an abuser can look like and tips on how to help someone or get help for yourself.

Dual-Career Relationships

Dual-career relationships are here to stay. They require special attention to remain healthy, productive and loving. Recognizing we may not have grown up with a dual-career model to cope with today's challenges, this program gives participants tools to evaluate where they are, what they need to do and how to keep communication channels open.

Dynamics of Change Management

Change is stressful, and learning how to manage and cope with change is crucial to our well-being in this ever-changing world. Although the stress of change is unavoidable, you can learn how to deal effectively with change in the workplace and in your personal life. In this seminar, participants will learn effective ways to cope with change in addition to learning how to take charge of the aspects that can be controlled. Core concepts related to stress and the emotional and physical responses we have to change will be discussed, along with effective stress management strategies.

Effective Interviewing Skills for Interviewers

In this interactive seminar, participants will learn and practice essential skills for conducting successful interviews and creating a systematic hiring process that will yield effective results.

Effective One-on-One Conversations

It is our goal to help participants learn how to be understood in a one-on-one conversation. We will examine why the conversation is happening, what needs to happen and how to achieve your goals effectively.

Effective Performance Appraisals

Delivering a performance appraisal can be as intimidating for a manager as it is for the employee. The goal should be to not only document and evaluate the employee's performance, but also set goals for growth and allow for an open and honest dialogue about expectations.

Effective Presentation and Public Speaking Skills

Having excellent presentation skills is essential for success. In this seminar, participants will learn how to plan for successful presentations, build confidence, practice verbal and body language elements and learn how to build a rapport with an audience, to keep them engaged. We will also discuss how to use humor in presentations and manage adversity.

Effective Presentation Skills for Leaders

Everyone can learn how to become a more effective speaker. A leader needs to influence and inspire their team. This class will take a look at some effective, proven orators and how the power of words empowers individuals to accomplish things they never thought possible. We will cover powerful word choices as well as do's and don'ts.

Emotional Intelligence

Many of us know that getting along with others is the key to success. Our ability to "play nicely in the sandbox" is fundamental to both our career and our health. We will discuss what an emotion is, why you are having it and understand how our feelings can affect our moods in our daily life and the people that surround us.

Empathy

What does it truly mean to show empathy? In this session, we'll explore the full spectrum of empathy — what it is, how to recognize it, and how to practice it in meaningful ways. We'll also discuss the differences between empathy and sympathy, while addressing common barriers to showing compassion. You'll learn practical techniques to increase your empathic awareness, with real-life examples from both work and home settings. Join us to deepen your understanding of empathy and discover ways to incorporate it into your daily interactions.

EQ Making It Work for You

This seminar is meant to follow the Emotional Intelligence class, although that is not a prerequisite. This is an in-depth class focusing on what an emotion is and how understanding our emotions can help make or break situations. It's an interactive toolbased seminar that dives deeper into the amazing world of emotional intelligence.

Ethics and Values

What a changing world we live in. What are the core values and ethics of our business world? How do we live by them and why are they important? This workshop addresses the philosophical aspects of ethics and values through hands-on, practical approaches to events in participants' personal and professional lives. We will also address how to show your manager/partner/child that you are a person of ethics and values.

Everything You Need to Know About LinkedIn

This program defines LinkedIn and explains what it does and what it's used for. The presentation gives instructions for getting on LinkedIn and how to network and connect with the participants' interests. Participants will also explore types of LinkedIn services, additional networking options and how to successfully use it for marketing.

Fostering Inclusion In The Workplace

Inclusive work environments are productive environments! This seminar discusses how employees and managers can create an inclusive workplace. Participants will learn to identify activities, attitudes and assumptions that exclude coworkers. They will then explore ideas to include others in ways that enrich the office environment as well as their own personal lives.

Fresh Start

Ready to hit the reset button and create the life you've always dreamed of? In this energetic and inspiring class, we'll guide you through the process of building your own personal mission statement — a powerful tool to give you fresh clarity and purpose. Whether you're at the start of a new journey or looking to reimagine your path, we'll dive into how to turn feelings of both disappointment and excitement into fuel for your next chapter. This is your chance to take control and design the future you want, no matter where you are in life. Join us and kick-start your fresh start with confidence and positivity!

Getting Managers Engaged

Did you know that less than a third of employees feel engaged at work, and managers account for 70% of the reason why? It's time to change that! In this class, you'll learn practical strategies to become an engaged and inspiring manager who motivates their team. We'll dive into why employee engagement matters, how to kick-start the process, and the critical role trust plays in building a positive, productive workplace. Join us to discover how you can transform your leadership style and create a thriving, engaged team.

Handling And Managing Chaos

This class will engage participants in learning how to handle chaos. We have all learned that chaos plays a bigger role in our lives, and for many, this has been a major source of anxiety. We invite participants to examine their preconceived notions of chaos and begin the process of welcoming it into their everyday lives.

Handling Death In The Workplace

There are many ways people handle grief and death. The challenge is to be able to handle all of the personal coping behaviors and not be judgmental during times of high emotion, in the workplace. Participants delve into handling awkward, uncomfortable interactions at work, while acknowledging varying relationships between coworkers.

Health And Well-Being In The Workplace

Discover how to enhance your health, well-being and productivity by relieving stress with simple relaxation techniques. Explore ergonomics and learn how to prevent on-the-job injuries from lifting, repetitive stress (such as carpal tunnel syndrome) and computer-related injuries (headache, eyestrain and back pain). The discussion will include work/life balance, how to establish priorities and the importance of healthy eating and regular exercise.

How To Be An Inclusive Leader

Today's challenging times demand specific skill sets to ensure our workplaces allow all thoughts and actions to be voiced, without fear. This class will focus on tools to unlearn our biases, the importance of psychological safety, and best practices for creating an inclusive work environment.

How To Create The Secret Sauce — The Perfect Team

This class addresses the elements that go into creating a high functioning team. This class is an interactive discussion and provides a glimpse into the way a team needs to work in today's fast paced environment. It encourages individuals to think about what they do that adds value to the team.

How to Cultivate Compassion and Empathy in the Workplace

Demonstrating human compassion is fundamental to respecting others, establishing psychological safety, and is a hallmark of healthy and high performing teams. This training provides pause to embrace the incredible opportunity that's before us every day to make a positive difference in the lives of others just by showing up, tuning in, and demonstrating compassion. Together, let's learn how we can be the difference we wish to see in the world, and how this can positively impact the success of your business in the process.

How To Deliver Amazing Online Presentations

The goal of this class is to provide participants with a fundamental understanding of how to effectively facilitate online presentations for colleagues and customers. While providing an extensive overview of best practices for online workplace etiquette, this class highlights specific action steps to ensure video meetings are engaging, professional, and productive.

How To Execute in Business

Having a vision is only half of the equation in a successful business. So many leaders often get derailed from a great strategy when they are unaware of the proper steps to take to execute their strategy. This class will focus on the key building blocks to ensure that your business strategy is successfully executed.

How To Take The Edge Off Giving Feedback

The objective of this course is to teach participants how to give constructive feedback. Some topics to be reviewed include the reasons to give someone feedback and why we avoid it. Participants will also learn about an effective feedback model and how to avoid value judgments.

Interacting With Ill Coworkers

Having a seriously-ill employee in the workplace can be difficult for both the employee and their coworkers. The situation can create stress and awkward conversations. This class is meant to ease the stress of these interactions by teaching real strategies as well as do's and don'ts.

Interviewing For Interviewees

We spend more time at work than anywhere else so a decision as big as where to work deserves thought and planning. In this class, we will look at each of these individually: our values, interests, skills and passions. Participants will also learn how to put their best foot forward and be prepared for the interviewing process.

Introduction To Social Media Marketing

Are you overwhelmed with the vastness of social media and wonder how to even begin using it as a marketing tool? This introductory session will help you understand the basics of social media marketing. In addition, you will receive an overview of Facebook, Twitter, LinkedIn, Instagram, Pinterest, Snapchat, Google and Hootsuite. This session is a good first step toward creating a social media marketing plan for your organization.

Kindness

The goal of this seminar is to equip participants with the self-reflective tools needed to define kindness in their own lives. In today's world, kindness is more important than ever before, as we struggle together to adjust and adapt to an ever-changing idea of 'normal'. We will acknowledge why empathy and emotional intelligence are essential traits for everyone, and how kindness — an act of doing good deeds towards others — is needed in the workplace and at home with our friends, families and in our communities.

Leadership

Leadership is a critical skill that every professional should possess in order to be successful in today's work environment. In this interactive workshop, we will discuss essential skills to enhance your leadership abilities, such as motivating employees and strategies to strengthen communication skills. Through discussion and role-playing, we will explore the five components of an emotionally intelligent leader.

Leadership For Women

This class is specifically for women and covers the history and trends of women in leadership, as well as the special challenges and needs women have when in positions of leadership.

Leading in Times of Crisis

During periods of crisis, certain leadership traits have proven to be especially effective. In this class, learn how great leaders in history have used their skills to communicate, adapt, and bring people together in the face of unprecedented world events. Participants will leave this course with practical strategies and tools to calm, inspire, and motivate those who look to you for guidance.

Life in Today's Uncertain Times

The uncertainty of our world poses many challenges for us in the workplace and at home. The increase of stress from social and racial tension, along with its fast-changing climate, requires tools to make good decisions. This class will look at the dynamics of this environment and provide the tools for managing the range of emotions we feel. This includes ways of talking with coworkers regarding sensitive issues, as well as taking care of ourselves and increasing our resiliency.

Listening Skills

Listening is more than just hearing words — it's about understanding their meaning. As one of the most essential skills in both personal and professional relationships, your ability to listen effectively can greatly impact your success. Join this interactive session to discover the art of active listening, learn techniques to enhance your listening IQ, and improve the quality of your interactions. Whether at work or in your personal life, honing your listening skills will help you communicate with greater clarity and connection.

Maintaining a Health-Conscious Workplace

For many of us, the last time we heard about incident command, safety, or a healthy work environment was during our onboarding process, which could have been many years ago! However, these topics, among others, have remained relevant and recent events have highlighted the need to reinforce and reinvent the way we communicate these ideas, through yearly training. This topic is centered on a novel, general pitch of these topics that will illustrate how employees can become involved and raise awareness of workplace policy management. While not a formalized training on these issues, the seminar will spark conversation and ideas about how to better implement safety and health-conscious attitudes in the workplace and serve as a springboard to the government-certified courses.

Maintaining a Safe Work Environment

A safe work environment is created by organizational leadership and staff. It involves understanding risk. It also involves defining unacceptable behavior and establishing consequences. Workplaces are safer when employees know how to handle disruptive situations and effectively document incidents. Workplaces that are open to the public, and that service clients and customers, face special challenges which are also addressed in this session.

Making Meetings Effective

We often have to spend more time in meetings than we would like. Whether you attend or run meetings, we will review how you can make them efficient, effective and productive.

Making The Most of a Multi-Generational Workforce

This is the first time in history it's possible for five generations to work together. This class will help you understand why each generation has certain identifiable characteristics and how to best work with each generation, to create a cohesive and productive workforce.

Manager's Guide to Burnout

Burnout is a serious issue affecting the majority of today's employees. When left unaddressed, it can drastically lower not only their work performance, but their mental and physical health as well. In this presentation, managers will learn what burnout is, how to recognize it in their employees, and how to help.

Manager's Guide to Check-In Conversations

We know that from time to time everyone needs a check-in. This class will provide you with tips and tools to use during these conversations with your employees. During this session, we will look at what our role is, as a manager, when we notice or hear about an employee with a mental health concern. We will look at what is ok to do and say, and what is not ok. We will talk about when we need to bring in help to handle a situation and how to make a referral.

Manager's Guide to Self-Care

So often we think that the best manager is the one who can take care of everyone else. So, getting managers to buy into the notion that they come first can be challenging. During this class, we will discuss why it is important to put yourself first and how to do that. We need to understand and embrace the notion that we can not just keep giving of ourselves. We must take time to unplug and recharge so that we can be the best version of ourselves. Only then, can we be good role models and effective leaders.

Managers Guide to Promoting Family Health

When managers show they care, employees are more likely to be more dedicated to their work. Managers will learn how to empower employees with knowledge to promote and maintain healthy living on the home front.

Managing Priorities To Maximize Your Day

To keep up in today's dynamic and fast-paced business environment, people need to continuously improve their planning and prioritizing skills. Feeling overwhelmed by competing priorities, tight deadlines, meetings, emails and interruptions can derail professional growth, impair team performance and lead to stress and burnout. The focus of this program is on obtaining practical skills, tools and techniques to maximize collective gains in effectiveness and increase productivity. Through interactive participation and analysis of their own data, participants will learn a set of tools they can apply, to achieve better results.

Managing Social Connections

Managing social connection is essential for our workplace to be an environment of appropriate work relationships between direct reports, employees and supervisors. In a competitive world, savvy searchers can discover corporate strategy that is unintentionally disclosed through communication on social networks. Workers may expose themselves to wrongful termination, their companies to harassment, or other legal actions through inappropriate communications. Participants will learn how to protect their reputations and the productivity of their company.

Managing Stress for Managers

This seminar will equip managers with tools to identify stressors — both good and bad — as well as the physical symptoms of stress and the bad habits that are presented when stress goes unchecked. Participants will examine many areas of life, including work expectations, relationships, nutrition, exercise, sleep, finances and time management. Managers will learn how to create a healthy lifestyle that ultimately benefits work and home.

Managing Strong Emotions: For Employees

Strong emotions are inevitable. This class goes beyond identifying emotions to help us manage and control ourselves when all of our buttons have been pushed. We need real strategies to enable us to say and do the right thing. We will share state-of-the-art techniques that will ensure you will keep your cool.

Managing Strong Emotions: For Managers

Preventing outbursts has become one of our most important tasks. Learn how to read your employees so you can keep strong emotions under control. Additionally, learning how to teach appropriate strategies for managing emotions, will be outlined in this class.

Managing Teleworkers: For Managers

This class addresses the unique challenges that managers face with their teleworkers. We will discuss reservations about allowing work to be done from home, the realities of today's workplace, the characteristics of good telemanagers and good candidates, potential benefits to managers, and challenges.

Managing Trauma In The Workplace

This training is about the signs and symptoms of traumatic experiences and Post-traumatic Stress Disorder (PTSD). In this training, you will learn about the history of PTSD, the signs and symptoms of PTSD, what qualifies as a traumatic event and how to intervene when someone is experiencing a flashback, nightmare or if they have been triggered. This training also discusses appropriate ways of coping with trauma stressors and how to practice self-care, after experiencing a traumatic event.

Mental Health Impacts

The events of the past few years have taken a major toll on the mental health of employees in all industries, and many workers feel their employers have not done enough to address their needs. Participants in this class will focus on supporting their employees to feel empowered to seek mental health support and to remove stigmas and barriers. Join this interactive discussion to gather resources and learn best practices to create a personalized action plan to build a healthier culture within your organization.

Mental Health: A Guide For Managers and Leaders

During this seminar, you will learn about what Mental Health is and its contributing factors. As managers and leaders, it's important to know what signs and symptoms to look for in employees. It is also critical to know what role you play, when it is or isn't appropriate to intervene, and who to partner with when you need help. You will leave this seminar with an understanding of the tools and techniques you can use to initiate and navigate these difficult situations/conversations.

Mentally Healthy Culture: A Focus on Workplace Wellbeing

Creating a positive, mentally healthy workplace is a team effort, and in today's fast-changing world, it's more important than ever! In this high-energy class, we'll dive into the essentials of fostering a thriving work environment where everyone feels supported. From tackling the rise in mental health challenges to offering actionable solutions, this session will equip managers and employees with the tools to boost well-being, resilience, and a positive vibe throughout the workplace. Get ready to ignite a healthier, happier culture!

Mentoring

Explore your potential through mentoring. Both personal and professional growth goals can be significantly supported, through the use of a mentor. This topic will help you understand what a mentor is, the different types of mentors, how to find and utilize the best mentor for your goals, the many benefits of having/being a mentor and much more.

Motivate, Recognize and Energize Employees

This high-energy seminar will help participants create a tool bag of techniques to motivate employees and managers. We will cover self-care, positive psychology, resiliency, laughter and more! This workshop discusses how motivation and recognition leads to increased productivity. Nonmaterialistic ways to make your employees feel special and valued will also be shared.

Motivation: Bringing Out The Best

In this class, we take a look at the inspiring theories of motivation and how they help us in our work, every day. The class is geared to employees but can be oriented as an effective manager's tool. This is a chance for all of us to examine what gets us motivated.

Motivational Interviewing

This class teaches the history of motivational interviewing, how to do it, what questions to ask and when this technique might be useful (e.g., for weight loss, smoking cessation or a gambling addiction).

New Years' Resolutions

Even though this class is meant for January 1 — everyday can be like January 1! This is a fact-filled class about resolutions that, when done properly, can truly change our lives. This seminar offers help, encouragement and guidance. The class is meant to be extremely interactive and participatory.

Nonverbal Communication

In this class, we will discuss how we communicate, without words. We'll look at the importance of body language and the messages it can covey. Discussion will focus on awareness and practice.

Opioid Addiction — Manager Version

Opioid abuse and dependence have become a national epidemic. This training will educate on what opioids are, as well as provide information on signs and symptoms of opioid abuse/dependence. This training also outlines what to do if you suspect an employee has an opioid problem and what the employer's responsibilities are in this situation.

Overcoming Work Fatigue

For many, working remotely is no longer new. But the joys of working in sweatpants from the comfort of home has given way to some unexpected challenges. From video call fatigue to social isolation, this topic explores strategies to implement consistent work from home success for employees and organizations alike.

Perfectionism

Perfectionism can be a tough habit to break, but it's time to take a closer look at the hidden dangers of striving for "perfection." In this motivational session, we'll explore why the pursuit of perfection can hold you back and discuss the importance of letting go of this behavior. You'll leave with practical strategies and actionable tips to overcome perfectionism and embrace progress over perfection.

Performance Management

The performance management process, when implemented well, ensures that people have the right training, support and feedback to accomplish their jobs. As a manager, you play an integral role in this process. In this session, we will look at what an effective performance management process looks like and how providing coaching and developmental opportunities, can increase the likelihood that employees will achieve results that are in line with the organization's mission and objectives.

Practical Productivity

During this seminar we will dive in to look at how current events are affecting productivity, while identifying and understanding the pros and cons of a constant connection. We will discuss dealing with changing technology and how we can be more effective through email, our smartphone and other devices. The goal is to understand how we can make technology work for us.

Preparing For Interviews

The interview is the opportunity for you to sell your skills and to show the interviewer why you are the right fit for the position. In this class, we will cover the tools and techniques to learn how to make a great first impression in an interview.

Preventing Sexual Harassment

In this seminar we discuss the definition and history of sexual harassment, as well as the different types that can occur. This complex topic will be broken down for employees to understand how important it is to create a respectful workplace. Bullying behavior is also explained, and best practices to handle it are discussed.

Preventing Sexual Harassment in CA

This class will meet the requirements of the state of California's mandated training for compliance, which supervisors are required to take every two years.

Preventing Sexual Harassment in NY

This class will meet the requirements of the State of New York's mandated training for compliance, which employees are required to take annually.

Procrastination

Do you tend to "get stuck" and put things off? Are you often faced with panic surrounding a deadline? Many of us tend to procrastinate at times, which is why it's vitally important to understand what drives your procrastination. Join us to discover why you procrastinate and learn tactics to get unstuck, just do it, and move productively forward!

Work (cont.)

Professional Use of Texting

In today's day and age, with so much technology at our fingertips, one thing we have become very accustomed to is texting, whenever and wherever we are. One thing we have to be very careful of is using texting appropriately in the workplace. This seminar is designed to help both employees and managers use texting in a professional way.

Professional Writing and Email Etiquette

How do you ensure your email will be read? This program identifies the do's and don'ts of email and offers suggestions for writing emails in a way that captures the attention of the recipient and gives them all the pertinent information. The presentation includes information about subject lines, format, content, emotions, grammar and punctuation, signatures and the use of CCs and BCCs.

Psychological Wellness in The Workplace

Psychological wellness is a class that explains how and why it is critical that we learn how to feel safe at work. We will delve into the challenges and practices of creating a safe workplace. The focus will be on the benefits of creating a psychologically safe space for all employees, as well as some of the consequences of not having a safe environment.

PTS in The Workplace

During this seminar, you will learn about Post-traumatic Stress, how it impacts people in the workplace, and what role you play. It's important to know that it is a human condition not exclusive to veterans and that many people you know and work with may have experienced in the past. Some will have symptoms of post-traumatic stress more intensely than others. Our role is to try to respect their experiences and be supportive during and following difficult situations.

Quality Improvement

Making an organization, team or department the best it can be is something we all need to be responsible for, on a daily basis. Continuous improvement is the only way to look at and make the necessary changes. We will do an overview of a few tools that can help you move forward. Fish boning, process-mapping and change management are a few skills that will be introduced.

Recognizing the Troubled Employee

In this seminar you will learn to recognize an employee who may be struggling with a variety of issues that can impact their work, and learn how these issues can impact an organization. You will learn key strategies to address these issues to help the employee be productive and thrive in the work environment.

Renewing Your Human Resources

This class is meant to cover work burnout, depression and the blues. It's a real motivational pep talk that teaches self-care and the importance of self-motivation on a daily basis.

Resilient Leadership

The past few years have forced leaders to reexamine what it means to lead during challenging times, and how to be resilient in the face of never-ending change and uncertainty. This session will allow participants to reflect on their own leadership styles while providing them the resources to act thoughtfully, empower others, embrace challenging conversations, and utilize research driven best practices in the field of leadership development. Join this interactive session as we discuss the leadership traits we all admire to equip you to model resiliency for your employees and colleagues.

Respect for All in the Workplace

The goal of this class is to provide participants with a fundamental understanding of the power of creating an inclusive workplace for colleagues while demonstrating respect for all members of an organization. An inclusive, respectful environment for all is a universal expectation, and this class highlights specific action steps to show respect and support to members of the LGBTQI+ and African American communities. Finally, participants will gain a deeper understanding of implicit bias, microaggressions and code switching.

Riding the Change Wave

Change is one of life's constants. Like waves on the ocean, there will always be one after another. Each one can provide excitement and a challenge, or it can wipe you out. This workshop begins with a look at the change process, types of change and then provides eight strategies to help when the transition is at home or work.

Science of Goal Setting

This class examines goal setting as a brain function. We will look at how the brain works by creating an awareness of the mental process, making it easier for us to develop new habits in relation to goal setting.

Shifting Priorities: Being Your Best on a Shift Schedule

Changing to a shift schedule can be a dramatic change for you and your family. Variable schedules pose challenges, but the benefits can also be positive. In this class, we will show that a little planning combined with family cooperation goes a long way to making the most of the opportunities of shift work.

Staying Connected in Today's Digital World

With the advances in technology that we have today, connecting with others is right at our fingertips. However, loneliness is at an all-time high. During this training, we will take a look at how technology has changed our day-to-day social interactions and how these changes have affected the way we connect and interact with others. We will explore ways to use technology wisely, yet still maintain that personal touch in our relationships.

Stick With it

What dreams or goals do you harbor that seem out of reach? In this program, participants will gain tips and insights into making those dreams a reality using plans, anticipating what may come, saying yes, identifying myths and obstacles, determining techniques for starting and exploring motivators, encouraging flexibility and finding the ability to keep moving forward, to achieve your goals.

Storytelling

Storytelling is a powerful way of putting ideas into the world. Not only do they move us, inspire us and make us feel alive, stories can bring us hope and make us understand life better. This is not just a feel-good class, storytelling is now recognized as one of the top five skills needed for business leaders. We will examine what goes into good story telling and how it can be a powerful tool for business.

Stress Management for High Burnout Professions

This seminar is designed to give managers and directors the tools to assess and address their needs, as well as their employees' needs, in a high-stress, high-trauma work environment. We will explore the newest research and what experts are saying, including the seven signs that correlate with burnout.

Stress Management for Managers

Step by step seminar on what stress is, how it effects your team, and ways managers can help de-escalate their own stress and that of their staff. This is all about stress, with tips and tools to manage stress for both you and your employees.

Stress Management for the New Professional

Stress, especially the pressures of handling a new profession, can be difficult to deal with. Knowing effective ways to help deal with this stress is crucial for being positive every day at work. Excessive stress can interfere with your emotional and physical well-being, which is not the way anyone would like to start their new career. In this class, you will learn ways to cope and manage your stress levels to keep yourself at the top of your game.

Success

In today's world, success looks very different. In this seminar, participants will define success, identify skills to increase your success, and what current research suggest. This interactive session will ask you to identify your goals and actionable next steps to achieve your independent level of success. This state of the art class will define terms in today's every changing world. We will delve into what we have experienced and how it has redefine success in our lives.

Succession Planning

In today's fast-paced, ever-changing world, preparing for the future is more important — and challenging — than ever. This seminar will walk you through the key concepts and terms of succession planning, while addressing the unique challenges it presents. We'll also explore the emotional aspects involved, both for those transitioning out and those remaining. Join us to learn how to navigate the process with clarity and confidence, ensuring a smooth transition and a strong future for your organization.

Suicide Awareness and Prevention for Managers

During this managers class, we will review both myths and facts about suicide. We will discuss the warning signs to look for, as well as when and how we intervene. Managers will leave this session with tips for navigating difficult conversations, as well as how to get employees the help they need.

Suicide Prevention

In today's world, knowing the early warning signs of suicide is of critical importance. In a considerate manner, this seminar will explore the ways we can all play a role in identifying the warning signs and implementing suicide prevention programs at work and in our community.

Surviving Mergers and Acquisitions

In this seminar, participants will learn what to expect in the midst of organizational change, find out ways to navigate through the process and review the five phases of dealing with change. They will also learn about the opportunities and importance of self-care, and making a commitment to the new business structure and culture.

Survivor's Guide to Downsizing

Companies are under economic pressure to remain competitive and survive. Downsizing, or rightsizing, is happening rapidly everywhere — from one day to another, from one minute to the next. The major purpose of this workshop is to help move you to action.

Taming Tech

Access to technology at all times has led to a drastic change in our work habits, and must be carefully monitored to ensure we do not let technology overwhelm us. This seminar is designed for participants to reflect on their daily technology usage and organizational skills to set and achieve new goals. As workdays get longer for so many, participants will leave this class with the tools and resources to ensure our technology works to make our lives easier and less stressful.

Teamwork

The ability to understand and communicate effectively in teams is an important part of our personal and professional success.

Through discussion, interactive exercises and a debriefing session, we will learn how to apply successful team concepts and strategies in very practical ways and explore how teams can work together most effectively.

The Art of Negotiation

There is no job that doesn't use negotiation. It is the key to our career success. We all know that no one gives us anything for free, it is all about give and take. This is a motivating class in which individuals learn to strengthen their own personal negotiation techniques.

The Importance of Showing Up to Work

Showing up for work demonstrates one's commitment, work ethic and an understanding of one's role in the larger scope of the organization. In this training, participants will identify work ethics, explore the impact of absenteeism in the workplace (the cost to business through the theft of time and the effect on morale), to determine how to encourage attendance and look at illness, root causes of absenteeism and tardiness.

The Power of Persuasion: How to Influence Others

We all need to convince people to do or avoid certain things. We will cover best practices, tips and examples of how to shift your style in a way that best appeals to the audience you're speaking to.

Thinking Traps

This is an exploratory process as to how our thoughts can decrease our productivity and our passions. We'll look at how to define thinking traps, as well as how to action plans to overcome them.

Trust

A cornerstone of every relationship is trust. Defining trust and understanding its components are essential for meaningful relationships within our personal and communal lives. We will discuss why you need to trust others, how you get it, how you lose it and how you get it back.

Unconscious Bias

Are we on top of our biases, or might we be harboring some prejudices that lie outside of our awareness? This program will define unconscious bias and give us a framework for how we understand it. With numerous discussion opportunities, participants will explore biases, look at how unconscious bias is measured, examine the conflict that arises between one's natural inclination to categorize vs. the conscious drive towards diversity, and identify ways to overcome these biases. *No recordings of live sessions for this topic.

Understanding Personality Types

Understanding personality types can be somewhat confusing. This one-hour seminar is designed to gain a practical understanding of the different types of personalities and teach you how personality types can impact our behavior. Participants will identify their own personality type to learn how to use type preference as an energy management tool that enhances their skills in interpersonal communication.

Working with Children Home

With work more home and hybrid work arrangements becoming more prevalent, some parents are being asked to do more to meet the needs and wants of their children. In this class, participants will learn best practices for younger and older children to have routines and structure during the workday. This course will provide suggestions and resources on how to be productive and enjoy the special moments of parenthood.

Working with Millennials

Millennial stereotypes often mischaracterize a mission based generation that seeks purpose and joy in their work lives. During this seminar, participants will explore how best to support the next generation of employees by reflecting on millennial values, expectations, relationships, and etiquette. Join this interactive session to discuss millennial misconceptions, as well as the unique cultural contributions and traits millennials can bring to your team.

Workplace Trauma — For Managers

Understanding the various aspects of trauma is part of living in today's challenging world. In this seminar, you will learn about the different aspects of trauma, including traumatic stress, Post Traumatic Stress Disorder, grief, and organizational trauma. The main focus of the class is understanding how trauma impacts the workplace and learn best practices for leaders.

You're Promoted! The New Manager

Being promoted to a leadership position for the first time is a celebratory transition that also requires preparation in being an effective manager for your team. This interactive class is tailored for recently promoted managers to discuss the importance of influencing and inspiring others. Participants will learn best practices and receive resources to communicate clearly, build confidence within their team, how to delegate equitably, and provide timely and empowering performance reviews.

Why Mutual of Omaha

Over 50 years of Mutual of Omaha's Wild Kingdom taught us that the animal kingdom and the human kingdom have something in common ... an instinct to protect what matters most. Through insurance and financial products, we help people protect their lives, protect their families, protect their kingdoms.

MutualofOmaha.com

Mutual of Omaha

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Tara Smith, Benefits Administrator, tsmith@columbiatn.gov 931-560-1580

AGENDA ITEM TITLE: APPROVE AND AUTHORIZE THE MAYOR TO SIGN AGREEMENT AND ALL RELATED DOCUMENTS WITH AMERIFLEX FOR SECTION 125 FLEXIBLE SPENDING ACCOUNTS FOR UNREIMBURSED MEDICAL AND DEPENDENT CARE FOR ELIGIBLE EMPLOYEES

RECOMMENDATION: Approve.

INFORMATION: The City provides a section 125 Flexible Spending account for employees to pay tax deferred reimbursements towards medical and dependent care expenses. Upon review of flexible spending account plans, Ameriflex is recommended to provide Flexible Spending services for the upcoming year. Ameriflex has a proven track record of processing claims. Ameriflex was used as the City's Flexible Spending provider prior to using Paylocity for the last 3 years. Paylocity's claims processing has proven challenging for employees. The switch back to Ameriflex should make the claims process simpler for employees.

CERTIFICATION: N/A.

ATTACHMENTS: Staff Report, Ameriflex Supporting Documentation.

Ameriflex Proposal

Prepared for City of Columbia, TN

myameriflex.com

2508 Highlander Way, Carrollton, TX 75006

Thank you, City of Columbia, TN, for considering Ameriflex. It is our pleasure to present this overview of our services, differentiators, and pricing.

Established in 1998, Ameriflex is one of the nation's largest independent administrators of tax-advantaged benefits and compliance services, including Flexible Spending Accounts, Commuter Reimbursement and Dependent Care Accounts, Health Savings Accounts, Health Reimbursement Arrangements, Lifestyle Spending Accounts, and COBRA and compliance administration.

When you choose Ameriflex, you will get a partner focused on keeping your world quiet**.** You will enjoy benefits unique to our space, including:

Account management:

- **What we do:** We are dedicated to providing our clients with top-notch service. We also offer innovative and effective ways to support them as they navigate our portal and their plans.
- **How we do it:** We put our clients first. Listening to each client's needs helps us tailor resources to meet them where they are while helping them fulfill their goals.

We provide three levels of service:

1. Client Support Team - Small Business Unit
2. Named Client Relationship Manager
3. Strategic Account Manager

Personalized implementation:

We assign a dedicated implementation specialist that will focus on your onboarding experience. They will work at your preferred speed, while never jeopardizing accuracy. Your employees will have the opportunity to choose their benefits and determine how much they want to contribute to their account during the employer's annual open enrollment period.

Fast responses:

Your calls will be returned in 59 minutes or less during regular business hours, with emails returned in under six business hours. Check out our latest service metrics on our website to see how we're performing and the strides we're making in delivering exceptional service.

Participant resources:

We provide a range of participant resources to support your employees, including our Help Center, informational flyers, and onboarding email journey. Our participant services team is available for one-on-one assistance via phone, live chat, and email from Monday to Friday, 7:00 a.m. to 8:00 p.m., and Saturday, 9:00 a.m. to 1:00 p.m. CST. Additionally, our Interactive Virtual Response (IVR) System offers live assistance round the clock, seven days a week, ensuring continuous support whenever needed.

100% regulatory protection and data security certifications:

You will get access to our in-house compliance team and ERISA attorney. Data security certifications provide assurance that organizations adhere to stringent standards and best practices in safeguarding sensitive information. HITRUST certification is a globally recognized program that verifies an organization's compliance with the HITRUST Common Security Framework (CSF). The CSF is a flexible framework that helps organizations manage compliance and reduce risk by addressing security, privacy, and risk management. It's considered comprehensive because it maps to many other standards, including HIPAA, SOC 2, NIST, and ISO 27001.

Included Savings with Administration Services at no additional cost:

- Debit Card (New / Replacement)
- File Feed Integration
- Identity Theft Protection & HealthLock
- Regulatory Protection

We appreciate your interest and are always happy to work with you on a plan design that accomplishes your goals. Please don’t hesitate to contact us if you have any questions.

Sincerely,

Jennifer Warner
Inside Sales Representative
jwarner@myameriflex.com
(321) 441-3064

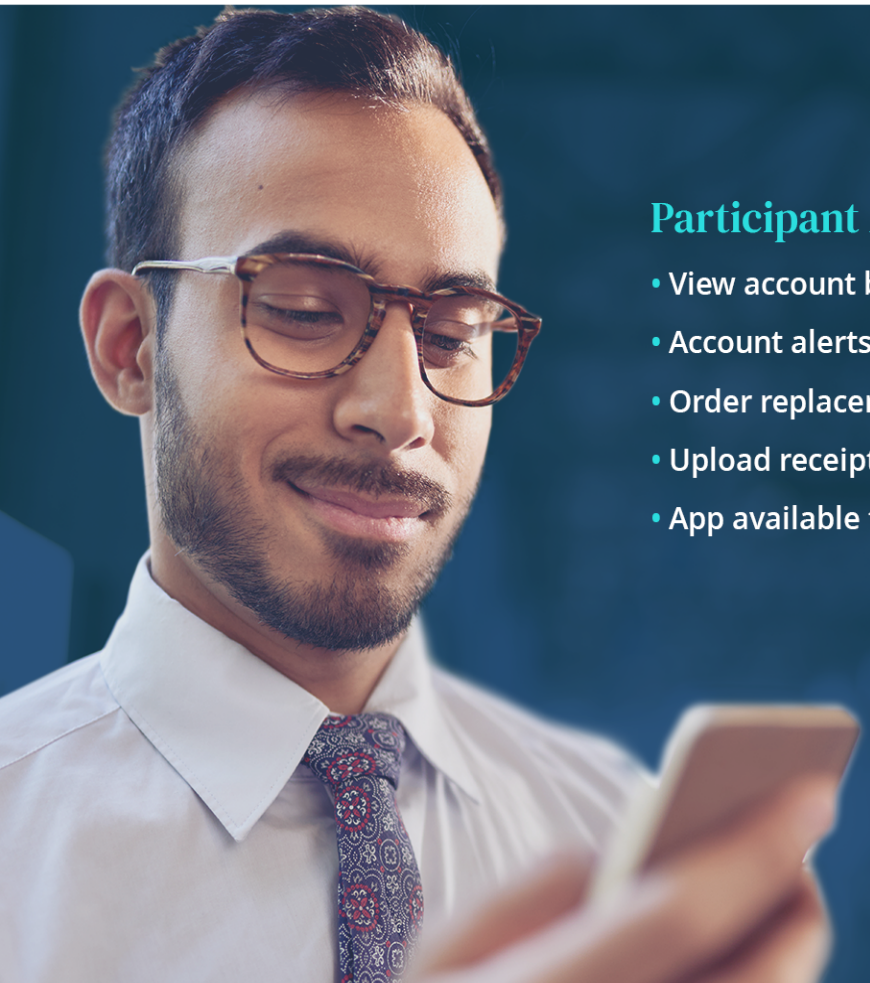
Card Benefits:

Ameriflex Debit Mastercard® - Free for all enrolled participants and dependents, and no charge for replacement cards.

Identity Theft Protection - All Ameriflex card holders will get complimentary access to Mastercard's identity theft protection service, with unlimited full wallet monitoring and restoration ($100 value per participant per year).

HealthLock - Mastercard's HealthLock automatically reviews your medical claims to flag potential errors, fraud, and overbilling and can even negotiate on your behalf.

Card Swipe Guarantee - The only one of its kind in the industry, the Card Swipe Guarantee will take on the compliance liability around documentation. We leverage our cutting-edge technology to create a frictionless claims experience for participants, in which their FSA and HRA-eligible card transactions will go through without requiring them to submit further documentation.



Participant Account and Mobile App:

- View account balance, transaction history, claims, and more
- Account alerts, including balance, deposits, and more
- Order replacement cards
- Upload receipts and submit reimbursement requests
- App available for Android and iOS

Flexible Spending Account

$6.00 Per Participant Per Month

- **Includes industry's only FSA guarantee**: If participants spend more than they contribute, resulting in a net aggregate loss in your plan, Ameriflex will refund the difference back to you
- Employees set aside money through pre-tax payroll contributions to pay for eligible expenses like copays, prescriptions, eyeglasses, and dental care. See the FSA Store for a complete list of eligible items.
- Employees have access to full contribution at the beginning of the plan year
- Premium Only Plan (POP) language included at no additional cost
- Includes free Ameriflex Debit Mastercards(R) for employees and dependents

Dependent Care Account

$6.00 Per Participant Per Month

- Employees use pre-tax payroll contributions to pay for care-related expenses
- Eligible expenses include child care, before and after school care, elder care, and summer day camp
- Participants can file a single claim for all dependent care services

Form 5500 Filing

$500.00 Per Schedule A

- If a pension or welfare benefit plan covered by ERISA has more than 100 participants on the first day of the plan year, the IRS requires the annual preparation of Form 5500
- Ameriflex files the form on the employer's behalf and stays up-to-date with compliance regulations and changes to help avoid fines and penalties
- Includes Summary Annual Report, unlimited schedule filing, complimentary review of previous or missing back-filings, and file extensions

SPD WRAP Document

$575.00 One-Time

As a part of the ERISA disclosure requirement, all group health and welfare plans must have a written plan document and a Summary Plan Description (SPD), regardless of the size of the sponsoring employer. An insurance company's Master Contract, Certificate of Coverage, or Summary of Benefits is not a plan document or SPD.

The written plan document is the instrument that details how the plan administrator operates the plan. The SPD is the instrument by which the plan notifies the participants of the plan's terms, such as plan eligibility, funding, contributions, and benefits. While the plan document and the SPD should be consistent, ERISA requires two separate documents.

For sponsors with multiple benefits plans, we recommend a Wrap Plan Document that effectively consolidates or "wraps" all of the separate benefits plans together. Consolidating multiple health and welfare plans eases administrative burdens and reduces the risks and costs of offering numerous benefits plans. This set of documents is typically good for up to five years.

We can also provide these documents in Spanish for an additional cost.

Federal Notices

$375.00 One-Time

As a part of the ERISA disclosure requirement, groups offering group health and welfare plans must distribute federally required notices. Notices sent, include, but are not limited to:

- WHCRA Notice (Women's Health and Cancer Rights Act)
- CHIPRA Notice (Children's Health Insurance Program Reauthorization Act
- Patient Protection Choice of Providers
- HIPAA Special Enrollment Rights Notice
- Medicare Part D Notice
- Uniformed Services Employment and Reemployment Rights Act (USERRA)
- Qualified Medical Child Support Order (QMCSO)
- Family and Medical Leave Act (FMLA)

Additional Costs

CDH Monthly Base Fee: $50.00

Set-up fee: $400.00

Annual Renewal Fee: $100.00

All pricing is subject to change at any time, with or without prior written or verbal notice. Additionally, the complexity of a plan's design may also vary. A three-year rate guarantee is available with a three-year term. For shorter terms, please note that pricing is subject to change.

Ameriflex Funding

The Ameriflex Funding fee is a response to employers asking for a better cash management solution. The 4.99% fee is in lieu of a prefund. Instead of sending 1/12 of the total annual elected amount for a prefund, we collect 4.99% on each transaction total throughout the year as employees use their funds on eligible expenses. Your account is ACH debited once a day covering the claims activity amount + the Ameriflex funding fee of 4.99%.

Sample Company: Joe's Auto Shop 50 participants with $1,500 in annual elections, totaling $75,000.00	**$0 Prefund** **$3,742.50** **Funding Fee**

With Ameriflex Funding, we strive to redefine convenience in financial transactions. Emphasizing ease and accessibility, we've eliminated the need for any upfront - prefund, which is a cash management advantage when you engage with merchants and medical providers through our platform.

This approach allows you to seamlessly access essential services without the burden of immediate financial commitments, creating a more flexible and user-friendly experience.

By prioritizing accessibility, transparency, and efficiency, we keep your world quiet.

What does compliance look like for your organization?

The following products may be necessary, along with connecting with the sales team to ensure compliance.

Groups with 1-19 employees	• ERISA: Summary Plan Description • Annual ERISA & ACA Notices* • Annual Medicare Part D Notices* • HIPAA Notice of Privacy Practice* (self-funded plans and fully-insured plans that are hands-on) • ACA Employer Reporting 1094 B/ 1095 B
Groups with 20-49 employees	• ERISA: Summary Plan Description • Annual ERISA & ACA Notices* • Annual Medicare Part D Notices* • HIPAA Notice of Privacy Practice* (self-funded plans and fully-insured plans that are hands-on) • ACA Employer Reporting 1094 B/ 1095 B • COBRA
Groups with 50-99 employees	• ERISA: Summary Plan Description • Annual ERISA & ACA Notices* • Annual Medicare Part D Notice* • HIPAA Notice of Privacy Practice* (self-funded plans and fully-insured plans that are hands-on) • ACA Employer Reporting 1094 C / 1095 C • COBRA • FMLA
Groups with 100+ employees	• ERISA: Summary Plan Description • Annual ERISA & ACA Notices* • Annual Medicare Part D Notice* • HIPAA Notice of Privacy Practice* (self-funded plans and fully-insured plans that are hands-on) • ACA Employer Reporting 1094 C / 1095 C • COBRA • FMLA • Form 5500

* Included in Our Federal Notices Module: With our Federal Notices Module, clients receive all necessary notices at a single price, avoiding separate charges for each notice.

	Risk Exposure	Potential Penalties
SPD Wrap Plan Document	▶ Loss of tax benefits ▶ Potential for lawsuits ▶ DOL audit ▶ Unintended benefit payments ▶ Criminal charges if intentional violation	▶ Courts may hold the employer personally liable $110/day ▶ DOL may impose $149/day
Form 5500	DOL inquiry or notice with potential to lead to an audit	Up to $2,670/day for late, incomplete, or not prepared forms
ACA Reporting	Failure to offer affordable coverage to eligible employees	▶ Failure to file Form 1095/1094 is $280 per form, $3,426,000 annual cap. ▶ Total penalty imposed for all failures during a calendar year cannot exceed $3,392,000.

Partners & Integrations

15+ Partners

mastercard · aetna · Colonial Life

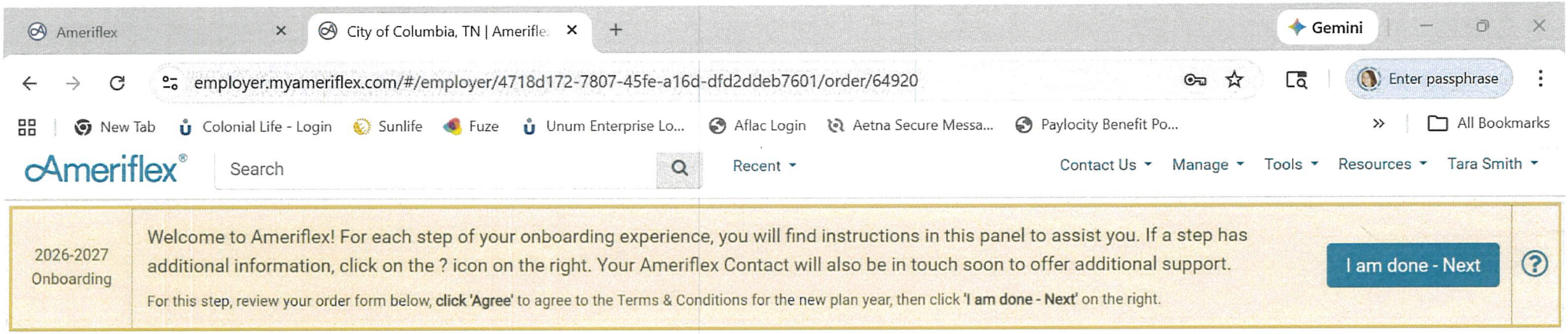
55+ Carriers

BlueCross BlueShield · Cigna · Humana · MetLife · UnitedHealthcare

100+ EDI Integrations

employee NAVIGATOR · workday · ease · workforce go!

Ameriflex



Approved as to Legal Form:

Jake Hubbell, City Attorney

AMERIFLEX GENERAL TERMS AND CONDITIONS OF SERVICES
v.2.26.26

These Ameriflex General Terms and Conditions of Services ("Agreement") govern the services provided by Interflex Payments, LLC DBA Ameriflex ("Ameriflex"), to City of Columbia, the Employer and the owner of the Plan ("Client"), and shall be read in conjunction with each statement of work, order form, new client application or renewal application ("Order"), which identifies the selected services applicable to Client ("Services"). Each Order shall be governed solely by the terms of this Agreement and in the event of any conflict between the terms of this Agreement and an Order, this Agreement shall govern unless specifically stated otherwise in the Order.

INTRODUCTION

1. Ameriflex offers a variety of administrative services to clients, including such services related to:

   a. Group health plan continuation coverage services as governed by the provisions of §4980B of the Internal Revenue Code of 1986, as amended ("Code") and Part 6, Subtitle B, Title I of ERISA (collectively referred to herein as "COBRA"), or in the case of State Continuation, if selected as a service in writing during implementation (IL, MN, NY or TX only), as governed by such state's Continuation Coverage laws.

   b. Health flexible spending arrangements ("Health FSAs") under Code §105 to be offered under a Code §125 cafeteria plan.

   c. Dependent care flexible spending accounts (dependent care assistance programs ("DCFSA") under Code §129) to be offered under a Code 125 cafeteria plan.

   d. Health reimbursement arrangements ("HRAs") under Code §105 and Individual Coverage HRAs and Excepted Benefit HRAs under 84 Fed. Reg. 28888.

   e. Health savings account-oriented "plans" ("HSAs") under Code §223.

   f. Transportation fringe benefit plans ("CRAs") under Code §132.

   g. Certain billing services related to the collective of insurance premiums and the like, but unrelated to COBRA.

   h. Certain compliance products related to benefits programs.

Any provision of this Agreement which is either specifically applicable, whether by virtue of its placement under certain Article headings or subheadings or for any other contextual reason, to any selected service that is not a Service or could not be otherwise reasonably interpreted as applicable to the Services shall be inoperative. No such inoperative provision shall render the remaining provisions of this Agreement inoperative by themselves or taken together as a whole. Furthermore, any provisions in this Agreement specific to COBRA Services shall be disregarded for purposes of this Agreement unless directly related to the Services.

ARTICLE I: Definitions.

1.1 Definitions.

"Agreement" means this Ameriflex General Terms and Conditions, including all Appendices, Exhibits and Orders hereto.

"Ameriflex Funding" means the standard percentage of funding and settlement of payments required by Ameriflex from Client on behalf of the Participants under the Plan, including but not limited to, all benefits to Participants in accordance with the Plan. Ameriflex Funding applies to all claims invoices and the standard percentage will be provided on each invoice for transparency.

"COBRA" means the Consolidated Omnibus Budget Reconciliation Act of 1985, as amended, as well as coverage offered and/or provided to a Qualified Beneficiary.

"COBRA Processing Fee" means a fee assessed to Employer equal to a stated percentage of the aggregate monthly COBRA premium remittance volume processed by Ameriflex through its COBRA administration platform.

"Code" means the Internal Revenue Code of 1986, as amended.

"Continuation Coverage" means coverage following a Qualifying Event provided to a Qualifying Beneficiary under COBRA.

"CRA" has the meaning given in the Introduction.

"DCFSA" has the meaning given in the Introduction.

"DOL" means the United States Department of Labor.

"Effective Date" means the date this Agreement is effective which is the first date of the Plan year.

"Eligibility Reports" has the meaning given in Section 4.4.

"Client" has the meaning given in the Introduction.

"ERISA" means the Employee Retirement Income Security Act of 1974, as amended.

"Health FSA" has the meaning given in the Introduction.

"HIPAA" means the Health Insurance Portability and Accountability Act of 1996, as amended.

"HSA" has the meaning given in the Introduction.

"IRS" means the United States Internal Revenue Service.

"Litigation" means any litigation or other proceeding including but not limited to any judicial or administrative proceeding involving a dispute arising under this Agreement, or an audit or proceeding by the IRS or DOL involving directly or indirectly the duties or responsibilities of Client or Ameriflex.

"Named Fiduciary" means the named fiduciary as defined in ERISA § 402(a)(1). Ameriflex shall not have any discretionary authority or control respecting management of the Plan. The Services Ameriflex performs shall be ministerial in nature with respect to the Plan.

"Participant" has the meaning given in Section 2.2.

"PHI" means Protected Health Information (as such term is defined in HIPAA).

"Plan Administrator" means the administrator as defined in ERISA § 3(16)(A).

"Plan" or "Plans" means any or all of the employee benefit plans defined in the Introduction, except for COBRA.

"Premium Remittance Volume" means the total gross COBRA premium amounts collected from qualified beneficiaries and remitted to Employer (or Employer's designated carrier), exclusive of any participant administrative surcharge permitted under applicable law.

"Qualified Beneficiary "or "QB" has the meaning given to such term under COBRA.

"Qualifying Event" or "QE" has the meaning to such term under COBRA.

ARTICLE II: Term and Scope.

2.1 Term.

With regard to the Services, the initial term of this Agreement will be the 36-month period commencing on the Effective Date (the "Initial Term") as set forth on the applicable Order. The Term and this Agreement will renew automatically for successive periods equal to that of the Initial Term (the "Renewal Term") unless such Order is terminated in accordance with this Agreement. The Initial Term and Renewal Term shall collectively be referred to as the "Term."

2.2 Scope of Services.

Client has the final authority to control and manage the operation of the Plans, including any and all discretionary authority over the Plans. Ameriflex is and shall remain an independent contractor with respect to the Services being performed and shall not for any purposes be deemed an employee of Client, nor shall Ameriflex be deemed a partner with Client, engaged in a joint venture with Client or governed by any legal relationship with Client other than that of an independent contractor. Ameriflex does not assume any responsibility for the general policy design of the Plans, the adequacy of their funding, or any act or omission or breach of duty by Client. Ameriflex is not in any way to be deemed an insurer, underwriter or guarantor with respect to any benefits payable under the Plans. Ameriflex generally provides reimbursement services only and does not assume any financial risk or obligation with respect to claims for benefits payable by Client under the Plans. Nothing herein shall be deemed to constitute Ameriflex as a party to the Plans or to confer upon Ameriflex any authority or control respecting management of the Plans, authority or responsibility for the terms or validity of the Plans, or any fiduciary duty or other obligation toward any participants in the Plans other than that which may be imposed by the judicial, administrative or other application of ERISA by a governmental authority. Client shall assume all risk and liability associated with transactions, including any risk of counterfeit, charged-back or fraudulent transactions except to the extent due to Ameriflex's material breach of this Agreement. Client agrees any information or data regarding Plans or Participants which Client sends to Ameriflex is done so in their Plan Administrator capacity. Nothing in this Agreement shall be deemed to impose upon Ameriflex any obligation to any employee of Client or any person who is participating in the Plans ("Participant" or "Qualified Beneficiary," as applicable). Ameriflex Services are intended for residents in the United States and are not intended for access or use by persons outside of the United States.

ARTICLE III: Cobra Administration.

3.1 Client Responsibilities; General Duties Owed to Ameriflex.

During the Term, Client shall carry out all necessary duties to Ameriflex and furnish Ameriflex with all information necessary to provide COBRA administrative services, including, but not limited to:

a. Providing Ameriflex, with all accurate and complete information necessary for Ameriflex to adequately fulfill its obligations under this Agreement in a timely and efficient manner. Ameriflex shall have no affirmative duty to pursue, verify or review this information and shall not be responsible for the consequences of Client's failure to provide it. Client's use of a third party to provide such information to Ameriflex does not absolve Client of its obligations under this Agreement;

b. Upon notification by Ameriflex to Client or the carrier, adding Qualified Beneficiaries who have elected Continuation Coverage under Client's health Plan, including, if necessary, on a retroactive basis. Such notification shall include the provision of and/or access to online enrollment reports reflecting this and other related information;

c. Making ultimate decision with regard to pursuing Qualified Beneficiaries whose addresses are discovered to be mistaken, outdated or otherwise incorrect;

d. Ensuring that information provided to Ameriflex, Plan documents and arrangements with carriers are consistent;

e. Acknowledging that Ameriflex makes no guarantee of sufficient funds on checks or other forms of payment made payable to Ameriflex from Qualified Beneficiaries electing Continuation Coverage. Ameriflex shall not be responsible for any payment deemed insufficient for such reasons;

f. Acknowledging and understanding that any applicable laws, rules and regulations are subject to modification and amendment, which may require Ameriflex to adjust certain policies and procedures in order to discharge its duties;

g. Maintaining its status as Plan Administrator for purposes of ERISA of any and all Plans for which Ameriflex is acting as third-party administrator for purposes of COBRA compliance;

h. Notifying Ameriflex, in writing, of all entity changes, reorganizations, bankruptcies and any other transitions and their effect on benefit plans. Ameriflex shall take written direction from Client regarding entity changes and shall have no duty to pursue such information; and

i. Examining all results, status reports, premium calculations, remittance reports and letters, and notifying Ameriflex of any discrepancies as soon as reasonably possible.

j. Providing any and all Plan information, including but not limited to, each current plan option, plan levels, dependent status, current premium amounts, Plan year dates, policy number and policy contract dates. If Ameriflex does not receive this information from Client thirty (30) days prior to Agreement renewal, Ameriflex will renew with the Plan information provided last by Client and may result in participants losing coverage.

Client shall be responsible for all damages and/or overpayments that result or could have been avoided had Client timely reviewed its reports or data available to the Client and notified the appropriate parties of the

discrepancies. All information required under this Section will be provided in such format and at such intervals as is reasonably required by, and acceptable to, Client and Ameriflex.

Ameriflex shall only be responsible for administering State Continuation services (IL, MN, NY or TX only) if such service is selected in writing in both the initial Proposal and the Order Form. In no event shall Ameriflex be liable for any direct, indirect, punitive, incidental, special or consequential damages or any damages whatsoever, whether based in tort, strict liability or otherwise, including, without limitation, damages arising out of or in any way connected with State Continuation services, which include any excepted benefits, including but not limited to, life insurance benefits. Client hereby releases and discharges Ameriflex from any and all claims, administrative actions, damages, causes of action and demands sustained by Client for any State Continuation service Ameriflex administers which includes excepted benefits, including but not limited to, life insurance benefits.

3.2 Premiums.

Client will determine the cost to the Plan for Continuation Coverage and establish the premium to be charged to Qualified Beneficiaries. Notwithstanding the foregoing, Ameriflex shall, at Client's request, provide guidance with regard to the premium to be charged for any health FSA or HRA it administers for Client, although the final determination of such premium shall remain the responsibility of Client.

3.3 Authority to Act.

Client will provide Ameriflex with the names of individuals authorized to act for Client in connection with this Agreement. In the case of a broker, agent or other third party who is not an owner or employee of Client, Ameriflex may first require the execution of a Designation of Outside Plan Representative form granting the authority to act for Client in connection with this Agreement

3.4 Settlement With Insurers.

Client shall be responsible for the settlement of billing and invoicing issues with insurance carriers arising from COBRA's time allowance for Qualified Beneficiaries to remit premium payments, including but not limited to, issues arising from the provision of Continuation Coverage to Qualified Beneficiaries who fail to remit premiums for such Continuation Coverage in a timely manner. Any efforts to settle such issues via the collection of payments from Qualified Beneficiaries, if any such efforts are necessary for same, will be the sole responsibility of Client. Client shall be fully responsible for the settlement of billing and invoicing issues with insurance carriers arising from Client's failure to reconcile the notification provided pursuant to this Section with insurer's bills and/or invoices in a timely fashion.

3.5 Ameriflex COBRA Responsibilities.

During the Term, the obligations of Ameriflex to provide COBRA administrative Services shall include the following:

a. Providing COBRA General Rights letters for all new hires enrolled in the Plan with proof of confirmation of mailing within ten (10) business days of receiving complete and appropriate data from Client;

b. Providing COBRA Specific Rights/Qualifying Events letter, and enrollment forms for all Qualifying Events, to all Qualified Beneficiaries with proof or confirmation of mailing within ten (10) business days of receiving complete and appropriate data from Client;

c. Providing notices of expiration or termination of Continuation Coverage and notices of conversion rights, if applicable, within ten (10) business days of learning of an applicable terminating event;

d. Receiving and processing duly executed election responses;

e. Tracking, monitoring and recording initial election periods for Qualified Beneficiaries;

f. Notifying Client or the Client designated enrollment contact, when a Qualified Beneficiary elects Continuation Coverage upon receipt of completed enrollment form and first complete premium payment. Such notification can include the provision of and/or access to online reporting to Client;

g. When requested by Client, preparing coupon booklets for Qualified Beneficiaries who elect Continuation Coverage;

h. Tracking and monitoring the 45-day retroactive payment period for Qualified Beneficiaries in their election period;

i. Tracking and monitoring monthly premium payments and 30-day grace periods for Qualified Beneficiaries;

j. Collecting monthly premiums and remitting same to Client on a monthly basis;

k. Determining the duration of Continuation Coverage;

l. Notifying the Client-designated enrollment contacts promptly of any coverage termination of a Qualified Beneficiary who has previously elected Continuation Coverage. Such notification can include the provision of and/or access to online reporting to the Client-designated contact;

m. Providing reporting functionality to Client regarding Qualified Beneficiary status levels, payments and remittances; and

n. Upon timely request by Client and subject to the pricing terms in an applicable Order, sending open enrollment information to COBRA participants and processing same.

3.6 Maintenance of Roster of Qualified Beneficiaries.

Ameriflex will establish, maintain and update a roster containing the names of all Qualified Beneficiaries who elect Continuation Coverage under the Plan and provide such roster to Client on a monthly basis. The Client shall be responsible for examining such rosters and promptly notifying Ameriflex of any discrepancies.

3.7 Remission of Premium Payment.

Ameriflex will maintain and render accounting of the premiums received from Qualified Beneficiaries for Continuation Coverage and remit the amounts collected, minus the statutory 2% administration fee, to Client at such times and in such manner as may be agreed upon by Ameriflex and Client, but not more frequently than monthly.

ARTICLE IV: Plan Administration. (FSA/DCFSA/HRA/HSA/CRA)

4.1 Client Responsibilities; General Duties Owed to Ameriflex.

During the Term, Client shall carry out all necessary duties to Ameriflex and furnish Ameriflex with all information necessary to provide the Services, including, but not limited to:

a. Client has the authority and responsibility for the Plans and their operation, including the authority and responsibility for administering, construing and interpreting the provisions of the Plans and making all determinations thereunder. Client gives Ameriflex the authority to act on behalf of Client in connection with the Plans, but only as expressly stated in this Agreement, the Order, or as otherwise mutually agreed in writing by Client and Ameriflex. All final determinations as to a Participant's entitlement to Plan benefits, including access to the use of electronic payment cards for the enjoyment of said benefits, are to be made by Client as well as any determination upon appeal of a denied claim for Plans benefits. Client is considered the Plan Administrator and Named Fiduciary of the Plans benefits for purposes of ERISA. Client is considered the Plan Administrator. As Plan Administrator, only Client has the power to waive, alter, breach or modify the terms and conditions of the Plan and shall exercise all discretion and authority with respect to the disposition of available benefits.

b. Client, as Plan Administrator, shall be responsible for and has the duty to ensure compliance with COBRA (except where Client has otherwise engaged Ameriflex to provide COBRA Services), amend the Plans as may be necessary to ensure ongoing compliance with applicable law, including but not limited to the 2010 Health Care Act as amended by the 2010 Health Care Reconciliation Act, prepare and file any required tax and governmental returns (including Form 5500) relating to the Plans, determine if and when a valid election change has occurred, execute and retain required Plan and claims documentation, and take all other steps necessary to maintain and operate the Plans in compliance with applicable provisions of the Plans, ERISA, HIPAA, the Code and other applicable federal and state laws. It shall be Client's responsibility to ensure all participants' e-mail addresses and mailing addresses are accurate and up to date in order for Ameriflex to provide any notices or messaging as required under State and Federal laws.

4.2 Ameriflex Responsibilities.

During the Term, Ameriflex shall carry out those duties as described in this Agreement and in any fully executed Order.

4.3 Services Charges; Funding.

Client shall pay Ameriflex the service charges as set forth in the applicable Order. Client shall ultimately be responsible for the funding of the payment of a Plan benefits as described herein, including the provision of a prefund amount to Ameriflex, which shall be subject to a reasonable transition fee in the event of renewals. Payments pursuant to this Agreement shall be made via ACH as described in this Agreement. Client shall execute the ACH authorization form provided. Ameriflex reserves the right to assess and collect a processing fee in connection with settlement and other fees relating to the servicing of the Plan. Any fee assessed will be provided to Client on an invoice. For purposes of a prefund amount and settlement option, all Clients shall be subject to the standard Ameriflex Funding unless Client chooses a different settlement option and such non-standard option is agreed to by Ameriflex as provided on the funding form, new client application, renewal application or Order. Only a termination of employment or other qualifying event will permit an FSA to be canceled mid-plan year. Administration fees and all other service charges will continue for the full plan year.

4.4 Information to Ameriflex.

a. Client shall furnish the information requested by Ameriflex as determined necessary to perform Ameriflex's functions hereunder, including information concerning the Plans and the eligibility of individuals to participate in and receive benefits from the Plans. Such information shall be provided to Ameriflex in the time and in the manner agreed to by Client and Ameriflex. Ameriflex shall have no responsibility with regard to benefits paid in error due to Client's failure to timely update such information. From time to time thereafter, Ameriflex shall provide Client with updated reports summarizing the eligibility data provided by Client ("Eligibility Reports") by electronic medium unless otherwise agreed to in writing by the parties. Client's use of a third party to provide such information to Ameriflex does not absolve Client of its obligations under this section. Client shall be exclusively responsible for the accuracy, completeness and timeliness of the information requested and provided to Ameriflex. Client understands and agrees that Ameriflex has no duty or responsibility to review, audit, verify or otherwise inquire into any data or information provided by Client to Ameriflex. Client is solely responsible to correct all errors in any data, files or other information provided by Ameriflex to Client created from the data and information originally provided to Ameriflex.

b. The Eligibility Reports shall specify the effective date for each Participant who is added to or terminated from participation in the Plans. Client shall be responsible for ensuring the accuracy of its Eligibility Reports, and bears the burden of proof in any dispute with Ameriflex relating to the accuracy of any Eligibility Report. Ameriflex shall have no liability to Client or any Participant as a consequence of an inaccurate Eligibility Report, and Ameriflex shall not have any obligation to credit Client for any claims expenses or administrative fees incurred or paid to Ameriflex as a consequence of Client failing to review Eligibility Reports for accuracy. Ameriflex shall assume that all such information is complete and accurate and is under no duty to question the completeness or accuracy of same.

c. Client shall cooperate with Ameriflex with regard to the collection and reporting of any information regarding a Plan or Plans or any Participant or Participants which is deemed necessary as part of the fulfillment of any reporting obligation imposed upon Ameriflex by any governmental agency. If Client fails to cooperate as aforementioned, Ameriflex reserves the right to report such failure to the governmental agency requesting the information. Furthermore, in addition to the indemnification obligations imposed elsewhere in this Agreement, Client shall indemnify Ameriflex for any penalties or other negative actions undertaken by any such agency due to such failure by Client to cooperate with such collection and reporting efforts by Ameriflex.

d. The parties agree that Client is fully responsible for the accuracy and completeness of its electronic data submissions to Ameriflex and that the consequences of any error or errors in electronic data transmission made by Client or its agent shall not be the responsibility of Ameriflex but rather that of Client.

e. The parties agree that any such errors or errors requiring manual correction by Ameriflex shall result in the imposition of a Data Correction Fee to be paid by Client determined by the amount of time undertaken by Ameriflex to correct the error or errors, to wit: $150.00 for the first hour (not pro-rated) and $30.00 for every quarter-hour thereafter (not pro-rated) ("Data Correction Fee"). The parties further agree that any such manual correction shall not be undertaken until notice has been given to Client that such correction is necessary and Client has authorized same. This Data Correction Fee shall be assessed on a transmission-by-transmission basis. That is, errors that occur in subsequent transmissions shall be considered new errors even if they are the same or similar to errors in previous transmissions. Any such manual correction by Ameriflex shall not absolve Client of responsibility for any consequences resulting from the error or errors existing prior to the manual correction. Furthermore, the refusal of Client to authorize such manual correction shall not absolve Client of any such responsibility.

4.5 Plan Documents and Plan Design.

Ameriflex shall provide a single Plan document and a single summary Plan description to Client for each Plan. Such documents shall be the sole property of Client. It is Client's responsibility to ensure that the information contained in these documents reflects the desires of the Client. If Client finds any errors with regard to intended Plan design in these documents, Ameriflex will make necessary corrections as warranted provided timely notice of such errors is given to Ameriflex. Ameriflex, however, reserves the right to decline to make modifications to these documents bearing no direct relation to Plan design (e.g., formatting, grammar, stylistic concerns, and the like). It is the sole responsibility of Client to ensure that the Plan document is properly executed by a representative of the Plan sponsor and that the summary Plan description is distributed to Participants in accordance with applicable law. Client will notify Ameriflex of any changes to its Plans at least thirty (30) days before the effective date of such change. If such change requires an amendment to the Plan document and is to be made effective before the first day of the subsequent Plan year, Ameriflex shall levy a fee of $150.00 to amend the Plan document for Client. Client may, in its discretion, amend its Plan documents on its own; however, Ameriflex is not responsible for compliance with any Plan document changes of which it is not made aware.

4.6 Liability for Claims.

Client is ultimately responsible for payment of claims made pursuant to, and the benefits to be provided by, the Plans. Ameriflex does not insure or underwrite the liability of Client under the Plans. Except for expenses specifically assumed by Ameriflex in this Agreement, Client is responsible for all expenses incident to the Plans.

4.7 Service Delivery.

Ameriflex shall provide customer service personnel by telephone during normal business hours as determined by Ameriflex, and shall provide electronic administrative services. Ameriflex shall not be deemed in default of this Agreement, nor held responsible for, any cessation, interruption or delay in the performance of its obligations hereunder due to causes beyond its reasonable control, including, but not limited to, natural disaster, act of God, labor controversy, civil disturbance, disruption of the public markets, act of terrorism, war or armed conflict, or the inability to obtain sufficient materials or services required in the conduct of its business, including Internet access, or any change in or the adoption of any law, judgment or decree.

4.8 Benefits Payments.

a. Ameriflex shall, on behalf of Client, operate under the express terms of this Agreement and the Plans. Ameriflex shall initially determine if persons covered by the Plans (as described in the Eligibility Reports) are entitled to benefits under the Plans and shall pay benefits from the Plans in its usual and customary manner to Participants. Ameriflex shall have no duty or obligation with respect to claims incurred prior to the Effective Date ("Prior Reimbursement Requests"), if any, and/or administration of the Plans or other services arising prior to the Effective Date ("Prior Administration"), if any, regardless of whether such services were/are to be performed prior to or after the Effective Date.

b. Client agrees that:

(1) Ameriflex has no responsibility or obligation with respect to Prior Reimbursement Requests and/or Prior Administration;

(2) Client will be responsible for processing Prior Reimbursement Requests (including any run-out claims submitted after the Effective Date) and maintaining legally required records of all

Prior Reimbursement Requests and Prior Administration sufficient to comply with applicable legal requirements; and
(3) Client shall indemnify and hold Ameriflex harmless for any liability relating to Prior Reimbursement Requests and/or Prior Administration.

ARTICLE V: Indemnification

5.1 Indemnification by Client.

Client agrees to indemnify and hold harmless Ameriflex from and against any and all claims, suits, causes of action, liabilities, losses, damages, costs, charges, expenses (including but not limited to, reasonable attorneys' fees), judgments, and settlements that Ameriflex sustains as a result of any act or omission of Client in connection with this Agreement. Client will not be obligated to indemnify Ameriflex if it is determined that a judgment, determination, or settlement in litigation was entered into as a result of an act or omission by Ameriflex that was:

(a) Criminal or fraudulent; or

(b) A negligent, reckless or intentional disregard of Ameriflex's obligations under this Agreement.

Notwithstanding the foregoing, Client will indemnify and hold Ameriflex harmless to the extent Client concurred in, instructed, directed, or caused such acts or omissions by Ameriflex whether by its own acts, its own omissions, or both.

5.2 Indemnification by Ameriflex/Limitation of Liability.

Ameriflex agrees to indemnify and hold harmless Client from and against any and all claims, suits, causes of action, liabilities, losses, damages, costs, charges, expenses, judgments, and settlements that Client sustains as a result of any act or omission of Ameriflex in connection with the performance of services under this Agreement, provided that such acts or omissions do not arise out of or relate to verbal or written instructions or procedures supplied by Client.

Ameriflex will not be obligated to indemnify Client if it is determined that a judgment, determination, or settlement in litigation was entered into as a result of an act or omission by Client which was:

(a) Criminal or fraudulent;

(b) A negligent, reckless or intentional disregard of Client's obligations under this Agreement; or

(c) A decision to proceed against any recommendation, advice or guidance of Ameriflex.

Notwithstanding the foregoing, Ameriflex will indemnify and hold Client harmless to the extent Ameriflex concurred in, instructed, directed, or caused such acts or omissions by Client whether by its own acts, its own omissions, or both.

IN NO EVENT SHALL AMERIFLEX BE LIABLE FOR SPECIAL, INCIDENTAL, INDIRECT, CONSEQUENTIAL, PUNITIVE OR EXEMPLARY DAMAGES (INCLUDING WITHOUT LIMITATION, LOST PROFITS, LOST BUSINESS, LOSS OF DATA OR COST OF SUBSTITUTE SERVICES) ARISING OUT OF OR IN CONNECTION WITH ANY AGREEMENT BETWEEN THE PARTIES, AMERIFLEX SYSTEMS OR THE SERVICES PERFORMED THEREUNDER UNDER

ANY THEORY OF LIABILITY (WHETHER IN CONTRACT, TORT, STRICT LIABILITY OR OTHERWISE). AMERIFLEX'S LIABILITY TO CLIENT (INCLUDING ITS AGENTS AND BROKERS OF RECORD), IN ANY CASE OR ADMINISTRATIVE ACTION, SHALL BE LIMITED TO ANY DIRECT DAMAGES IN AN AMOUNT EQUAL TO ACTUAL DAMAGES OR THE TOTAL AMOUNT OF FEES PAID BY CLIENT DURING THE TWENTY-FOUR (24) MONTHS PRECEDING THE EVENT, WHICHEVER IS LESS, WITH THE EXCEPTION OF ANY FEES, FINES OR PENALTIES OF ANY NATURE IMPOSED BY ANY FEDERAL GOVERNMENTAL AUTHORITY (INCLUDING BUT NOT LIMITED TO THE DOL AND THE IRS).

5.3 Survival of Provision.

The provisions of this Article will survive the termination of this Agreement.

ARTICLE VI: Business Loss Coverage and Substantiation Coverage

6.1 Business Loss.

Subject to the terms of this section, Ameriflex shall reimburse Client in the amount of any aggregate loss ("Business Loss") resulting from Client's offering a health FSA pursuant to this Agreement, such loss to be defined as the amount by which the total claims made against the Client's health FSA over the course of the Plan year surpass the "Employee Contributions," (defined as the total salary reductions (plus any COBRA-related health FSA premiums) contributed by health FSA participants) plus the payroll tax (FICA) savings enjoyed by Client by virtue of such salary reductions. The requirements to be reimbursed are:

a. Client must be in compliance with all terms of this Agreement throughout the entire Plan year. Furthermore, Client must participate in the automatic settlement program for purposes of the Health FSA throughout the Plan year. Notwithstanding the foregoing, for public sector clients opting for a three-year Term only, such participation in the automatic settlement program is not required.

b. Client must inform Ameriflex of its intent to claim a Business Loss within thirty (30) days of the end of the health FSA Plan year, or in the case of a health FSA with a runout date, within thirty (30) days of the expiration of such runout date, using a form provided by Ameriflex for that purpose. Client must be an active health FSA client of Ameriflex on the date the claim is made.

c. Amounts that are carried over to a subsequent Plan year shall not count as claims made against Client's health FSA for the previous Plan year for purposes of determining a Business Loss, nor shall amounts carried over to a subsequent Plan year count as an Employee Contribution for such purposes.

d. This Business Loss coverage is only available for health FSAs offered over the course of a 12-month Plan year. No such coverage is available for health FSAs offered over the course of a "short Plan year."

e. No Business Loss Coverage shall be made available if any of the Business Loss is attributable to employee termination, reductions of hours or other actions undertaken by Client for the primary purpose of experiencing and/or enhancing such Business Loss.

f. In the event that a Business Loss claim is made and Ameriflex approves such claim, Client shall have the option of receiving a lump sum payment or having such amount credited against

administrative fees charged by Ameriflex to Client for health FSA administration in the subsequent Plan year.

6.2 Substantiation Coverage

Subject to the terms of this section, Ameriflex shall assist Client in the event of an audit by the IRS when the subject of such audit is substantiation of Health FSA or HRA claims. This section and the applicable coverage do not apply to DCFSAs, HSAs, or CRAs, and such accounts are not eligible for this coverage. This section and the applicable coverage only apply to Health FSAs and to those HRAs which cover all 213(d) expenses, including over the counter and prescription medication. The requirements to receive substantiation coverage and to receive audit assistance from Ameriflex:

a. Client must be in compliance with all terms of this Agreement throughout the entire Plan year. Furthermore, Client must participate in the automatic settlement program for purposes of the Health FSA throughout the Plan year. Notwithstanding the foregoing, for public sector clients opting for a three-year Term only, such participation in the automatic settlement program is not required.

b. Client must inform Ameriflex of its receipt of notice by the IRS that its Health FSA or HRA is being audited within thirty (30) days of receipt of such IRS notice. Client must be an active Health FSA or HRA client of Ameriflex on the date the IRS notice is received in order to receive Substantiation Coverage under this section.

c. Client and their Plan must (a) enter all accurate co-pays for the plans offered, and (b) offer the Ameriflex debit card and have the expense in question paid using such Ameriflex debit card.

d. No Substantiation Coverage shall be made available if any of the claims in question, audit or substantiation issue is attributable to Client or employee negligence, willful misconduct, or if Client has gone against the written recommendation of Ameriflex's as it relates to plan design and/or substantiation options.

e. In the event that a Substantiation Coverage claim is made and Ameriflex approves such claim, Client shall receive assistance from Ameriflex in an IRS audit in the form of Ameriflex providing the requested substantiation documentation.

6.3 **PUBLIC SECTOR GROUPS ONLY:** Notwithstanding anything to the contrary in this Agreement, Business Loss Coverage shall be available to Client only if Client qualifies as a Public Sector Group and strictly satisfies (i) all conditions set forth in Sections 6.1(a) through 6.1(f) and (ii) each of the additional conditions set forth in this Section 6.1(g) (collectively, the "Public Sector Eligibility Requirements"). Failure to satisfy any Public Sector Eligibility Requirement shall render Client ineligible for Business Loss Coverage. The additional conditions applicable to Public Sector Groups are as follows:

1. Minimum Initial Term. This Agreement must include an Initial Term of no less than thirty-six (36) months, which shall be in effect and not subject to termination at the time any claim for Business Loss Coverage is submitted.
2. Required Funding Election. Client must have timely elected, implemented, and remain continuously enrolled in the Company's Public Sector Standard Funding option throughout the Initial Term and at the time the claim for Business Loss Coverage is submitted.
3. Account Status at Time of Claim. At the time Client submits a claim for Business Loss Coverage, Client must be current in all respects under this Agreement, including, without limitation, having paid all fees, funding obligations, and other amounts due and owing, with no outstanding

balances, delinquencies, disputes, offsets, or payment holds of any kind.

For the avoidance of doubt, eligibility for Business Loss Coverage is determined solely at the time a claim is submitted, and satisfaction of the foregoing requirements at any earlier time shall not confer eligibility if such requirements are not met at the time of submission

ARTICLE VII: Service Fees.

7.1 Initial Case Setup Fee.

An initial case setup fee specified in an Exhibit or Order, made a part hereof, will become payable to Ameriflex at the time this Agreement is executed.

7.2 Service Fee and Charges.

A service fee and/or charges specified in an Exhibit or Order, made a part hereof, will be paid by Client to Ameriflex. After the Initial Term under this Agreement, Ameriflex reserves the right to increase or modify the service fee(s). In the event the Client makes any modification to the Plan design, technical specifications needed, and/or the Services, Ameriflex reserves the right to modify the service fees with thirty (30) days' notice. The service fee will be paid regardless of whether a Qualified Beneficiary electing Continuation Coverage pays the premiums for such Continuation Coverage for the period billed or the month enrolled in such Continuation Coverage. Notwithstanding the foregoing, Ameriflex may also change the monthly service charges as of the date any change is made in the Plans by the Client.

7.3 Additional Fees.

Charges for additional services requested by Client not included in this Agreement will be agreed upon prior to the performance of such services by Ameriflex.

7.4 Payment Terms.

Client shall provide bank instructions for the use of Automated Clearing House ("ACH") for the automated collection of the fees. Ameriflex will transmit an invoice to Client for service fees and/or charges on a monthly or periodic basis as agreed upon and will transmit invoices to Client for additional services immediately following the performance of such services, for the amount to be debited. If Client does not provide bank instructions for the use of ACH, Ameriflex will submit an invoice to Client and payment of each invoice is due upon receipt. Ameriflex reserves the right to charge a reasonable late fee and/or interest on the outstanding balance of all fees thirty (30) days past the due date and Client will be liable for all reasonable collection and attorneys' fees arising out of Client's failure to remit full payment. Ameriflex reserves the right to deduct any undisputed balance of invoiced fees from a positive balance on Client's account if the undisputed invoiced fees have not been paid within ninety (90) days of receipt of the initial invoice.

All services charges of Ameriflex shall be billed separately from statements for payment of claims so that proper accounting can be made by Client of the respective amounts paid for claims and for administrative expenses.

Client agrees to enter into an ACH Origination Agreement that binds the Client to the NACHA Operating Rules and Guidelines, and authorize Ameriflex to originate entries on behalf of the Client. Client acknowledges that entries may not be initiated that violate the laws of the United States; that includes any

restrictions on types of entries that may be originated. Ameriflex has the right to terminate or suspend the Agreement for breach of the NACHA Rules. Client and Ameriflex agree that the ODFI has the right to audit the ACH records between Client and Ameriflex to determine the compliance with the applicable ACH Origination Agreement and the NACHA Rules.

7.5 COBRA Administration Fee.

Ameriflex will retain the two percent (2%) COBRA Administration fee paid by the Qualified Beneficiary. Ameriflex will also retain the two percent (2%) COBRA Administration fee for individuals on a COBRA disability extension. Ameriflex will remit to Client the additional allowable forty-eight percent (48%) after the initial eighteen (18) month continuation period has expired, payable during a period of disability extension.

7.6 COBRA Processing Fee

In consideration of Ameriflex's provision of COBRA administration services, including but not limited to portal infrastructure, payment processing, remittance management, reporting, compliance support, participant communications, and related operational functions, Employer shall pay Ameriflex a COBRA Processing Fee calculated as a percentage of the Employer's monthly Premium Remittance Volume. Unless otherwise specified, the COBRA Processing Fee may be up to three percent (3%) of the monthly Premium Remittance Volume. The COBRA Processing Fee shall be calculated monthly and may be deducted from premium remittances prior to distribution to Employer or invoiced separately, at Ameriflex's discretion. The COBRA Processing Fee constitutes compensation for administrative services provided to Employer and is not a participant fee. Ameriflex reserves the right to modify the COBRA Processing Fee percentage upon thirty (30) days' prior written notice to Employer; provided that any such modification shall apply prospectively and may not increase participant costs beyond amounts permitted by applicable law.

ARTICLE VIII. Plan Administration Funding. (FSA/DCFSA/HRA/HSA/CRA)

8.1 Payment of Benefits.

The Client's health FSA and/or its HRA shall be considered unfunded Plans. Each week or at such other intervals as mutually agreed upon, Ameriflex will notify Client of the amount needed to pay approved benefit claims and Client shall pay or transfer into the bank account the amount needed for the payment of Plans benefits. Client shall enter into such agreements and provide instructions to its bank as necessary to implement this Article. Ameriflex shall have the authority to provide whatever notifications, instructions or directions as may be necessary to accomplish the disbursement of such Plans funds to or on behalf of Participants in payment of approved claims.

8.2 Funding of Benefits.

Funding for any payment on behalf of the Participants under the Plans, including but not limited to, all benefits to Participants in accordance with the Plans, is the sole responsibility of Client, and Client agrees to accept liability for, and provide sufficient funds to satisfy, all payments to Participants under the Plans, including claims for reimbursement for covered expenses, if such expenses are incurred and the claim is presented for payment during the terms of this Agreement. Client shall provide to Ameriflex all benefit claims funding amounts as applicable under the standard Ameriflex Funding or as agreed to on a funding form, an Order or other similar form. Client agrees that any funding submitted to Ameriflex shall be comprised of general assets, does not consist of Plan assets or participant/employee contributions within the meaning of ERISA and shall not be segregated by Ameriflex.

ARTICLE IX. General Provisions.

9.1 Notices.

All notices, certificates or other communications hereunder, which do not relate to any of the "service" terms, will be sufficiently given and will be deemed given when mailed by certified or registered mail, postage prepaid with proper address, at such addresses as either party may designate in writing to the other from time to time for such purposes. Ameriflex and Client may, by written notice given by each to the other, designate any address or addresses to which notices or other communications to them will be sent when required as contemplated by this Agreement.

Client agrees that Ameriflex may communicate confidential, protected, privileged or otherwise sensitive information to Client and specifically agrees to indemnify Ameriflex and hold it harmless: (1) for any such communications directed to Client through a named contact attempted via telefax, mail, telephone, e-mail or any other media, acknowledging the possibility that such communications may be inadvertently misrouted or intercepted; and (2) from any claim for the improper use or disclosure of any PHI by Ameriflex, if such PHI is used or disclosed in a manner consistent with its duties and responsibilities hereunder.

Unless otherwise agreed to in writing, Client agrees that Ameriflex may deliver or furnish information to Participants by print or electronic media, including but not limited to, electronic message, text message, telephone call, intranet or internet websites. Upon the request of Client, Ameriflex shall provide to Client all notices, including any required opt-out notices, reflecting its privacy policies and practices.

9.2 Reporting.

Ameriflex shall make available to Client via electronic medium a master report showing the payment history and status of Participant claims and the amounts and transactions of Participant accounts. Ameriflex shall also make available to Participants electronic access to reports showing their individual payment history and the amounts and transactions in their individual accounts. These reports are available to the Client via the Ameriflex portal.

9.3 Recordkeeping.

Ameriflex shall maintain, for the duration of this Agreement, the usual and customary books, records and documents, including electronic records, that relate to the Plans and its Participants that Ameriflex has prepared or that have otherwise come within its possession. These books, records, and documents, including electronic records, are the property of Client, and Client has the right of continuing access to them during normal business hours at Ameriflex's offices with reasonable prior notice. If this Agreement terminates, Ameriflex may deliver, or at Client's request, will deliver all such books, records, and documents to Client, subject to Ameriflex's right to retain copies of any records it deems appropriate. Client shall be required to pay Ameriflex reasonable charges for transportation or duplication of such records. Provided, however, that upon termination of this Agreement, Ameriflex must destroy or return to Client all PHI, including PHI that is in the possession of subcontractors or agents of Ameriflex. If it is

infeasible to return or destroy PHI, Ameriflex shall provide to Client notification of the conditions that make return or destruction infeasible. Upon Client's agreement that return or destruction of PHI is infeasible, Ameriflex shall extend the protections of this Agreement to such PHI and limit further uses and disclosures of such PHI to those purposes that make the return or destruction infeasible, for so long as Ameriflex retains such PHI. Ameriflex shall pay all storage charges for any such PHI for so long as Ameriflex retains such PHI.

9.4 Standard of Care.

Ameriflex shall use reasonable care and due diligence in the exercise of its powers and the performance of its duties under this Agreement. If Ameriflex makes any payment under this Agreement to an ineligible person, or for an ineligible expense, or if more than the correct amount is paid, Ameriflex shall make a diligent effort to recover any payment made to or on behalf of an ineligible person or any overpayment. However, Ameriflex will not be liable for such payment, unless Ameriflex would otherwise be liable under another provision of this Agreement. Client agrees that the use of some MCC codes within a Plan design may increase the likelihood of an ineligible expense being paid using a FSA, CRA or HRA debit card and is not considered negligence on the part of Ameriflex.

9.5 Non-Discretionary Duties; Compliance Obligations.

Ameriflex and Client agree that the duties to be performed hereunder by Ameriflex are non-discretionary duties. Ameriflex is merely a claims-paying agent of Client. It is expressly understood that Ameriflex is not the fiduciary or Plan Administrator as defined by ERISA and the regulations under ERISA. Client shall have complete discretionary, binding and final authority to interpret benefits, eligibility provisions, or ambiguous Plan language, and shall make the final determination regarding the payment of claims or provisions of benefits. While Ameriflex may provide information to Client from time to time, such information shall not be construed as legal, accounting or other professional advice. Any and all compliance obligations with regard to the Plans are the ultimate responsibility of Client and Client is obligated to consult with its own professional advisors as to what those obligations might be and how they should be met. Ameriflex and Client may agree to additional duties in writing as may be specified in writing or in an Order from time to time.

9.6 Automated Tools

Ameriflex may utilize automated technologies, including artificial intelligence, machine learning, and similar tools ("Automated Tools"), in connection with the provision of the Services, including but not limited to, administrative processing, claims review, quality assurance, analytics, customer support, and operational efficiency. All Automated Tools are used in a manner consistent with applicable law, including HIPAA. To the extent Automated Tools process, access, or analyze PHI, such use shall be subject to the same privacy, security, and confidentiality obligations applicable to Ameriflex under this Agreement, including any Business Associate Agreement entered into by the parties. Ameriflex does not permit Automated Tools to use PHI for purposes of training generalized or third-party models except as permitted by applicable law and contractual obligations. In the event Client directs Ameriflex to discontinue

use of any Automated Tools in connection with the Services, Ameriflex may implement reasonable additional fees to reflect the increased operational, personnel, and administrative costs incurred in delivering such Services through non-automated means.

9.7 Severability.

The invalidity or unenforceability of any provision of this Agreement will not affect the other provisions of this Agreement, and this Agreement will be construed in all respects as if such invalid or unenforceable provision were omitted.

9.8 Survival of Obligations.

The parties' obligations under this Agreement, which by their nature are intended to continue beyond the termination or expiration of this Agreement, will survive the termination or expiration of this Agreement.

9.9 Termination of Agreement.

a. This Agreement with respect to COBRA Administration will terminate upon the first to occur of the following:

1. The expiration of thirty (30) days after written notice has been given by Client or Ameriflex to the other party that Client or Ameriflex has breached any material obligations under this Agreement, and such breach has not been cured after such notice has been given;

2. The date specified in a written notice given by Ameriflex to Client of Ameriflex's termination of this Agreement due to Client's failure to remit to Ameriflex charges or fees for the service; or

3. The end of the Term referenced in the Agreement and/or an applicable Order if Client or Ameriflex has given the other party at least sixty (60) days written notice of its intent to terminate the Agreement at the end of such Term.

b. In the event of termination of this Agreement, Ameriflex will, unless Client and Ameriflex otherwise agree:

1. Complete the processing of all amounts received by Ameriflex as premiums payable by those who had elected Continuation Coverage prior to the termination, except that Ameriflex shall not be responsible for the termination of Qualified Beneficiaries from Continuation Coverage beyond the date of the termination of this Agreement;

2. Release to Client in any reasonably usable format agreed to by the parties, all necessary records and files relating to billings and in-force records that have been developed and maintained by Ameriflex pursuant to this Agreement;

3. Deliver to Client all unused materials, equipment and specifications that were furnished by Client. Client will fulfill all lawful obligations with respect to policies affected by this Agreement, regardless of any dispute between Client and Ameriflex; and

4. Ameriflex and Client agree that Ameriflex shall not be in any way responsible for the termination of Qualified Beneficiaries from Continuation Coverage beyond the date of the termination of this Agreement.

c. If Ameriflex performs any services pursuant to this Agreement following its termination, including but not limited to services described in this Agreement or an applicable Order, Ameriflex will be entitled to its fees or other charges on the same basis as if this Agreement has continued in effect for the period during which such services were performed. Ameriflex will transmit an invoice to Client for services rendered following termination of this Agreement, and this invoice will be payable upon receipt.

d. This Agreement, with respect to FSA/DCFSA/HRA/HSA/CRA Administration will terminate upon the first to occur of the following:

1. The expiration of thirty (30) days after written notice has been given to Client or Ameriflex to the other that Client or Ameriflex has breached a material obligation under this Agreement, and such breach has not been cured after such notice has been given;

2. The date specified in a written notice given by Ameriflex to Client of Ameriflex's termination of this Agreement due to Client's failure to remit to Ameriflex charges for services; or

3. The end of the Term referenced in the Agreement and/or an applicable Order if Client or Ameriflex has given the other party at least sixty (60) days written notice of its intent to terminate this Agreement at the end of such Term.

e. If any or all of the FSA/DCFSA/HRA/HSA/CRA Plans are terminated, Client and Ameriflex may mutually agree in writing that this Agreement shall continue for the purpose of payment of any Plans benefit, expense or claims incurred prior to the date of Plans termination. In addition, Client and Ameriflex may mutually agree in writing that this Agreement shall continue for the purpose of payments of any claims for which requests for reimbursements have been received by Ameriflex before the date of such termination. If this Agreement is continued, Client shall pay the monthly services charges incurred during the period that this Agreement is so continued. This Agreement shall continue as provided by and subject to an applicable Order and this Agreement.

f. Nothing in this Article shall be construed to prevent Ameriflex from correcting any errors in administration, material or otherwise, within a reasonable period of time not to exceed thirty (30) days from notice of the error.

g. Nothing in this Article shall be construed to prevent Ameriflex from cancelling or terminating this Agreement prior to implementation, if implementation of the Services and/or Plans is not feasible to administer as Client requests.

h. ONLY APPLICABLE TO FSA/DCFSA/HRA/HSA/CRA. Termination of this Agreement may result in the return to Client of any Client provided funds to the extent that such funds exceed the obligations of Ameriflex under this Agreement, less a reasonable transition fee, and any other fees due and owing, for the purpose of undertaking the transfer and/or closing-out of the Plan(s) on Client's behalf and upon receipt of the return of funds letter. If an early termination occurs, the transition fee will be the amount of fees due for the remaining months on the contract. Such return of funds shall be effectuated upon the receipt by Ameriflex of a letter from an authorized representative of Client on Client's letterhead requesting the same upon or after the conclusion of any applicable run-out period. The return of funds letter must be received within one hundred eighty (180) days after the applicable run-out period to be valid. This provision and return of letter requirement applies to any funds collected under the standard Ameriflex Funding.

i. ONLY APPLICABLE TO FSA/DCFSA/HRA/HSA/CRA. When a group terminates with Ameriflex they must send a letter, on their letterhead, to Ameriflex requesting the release of any prefund dollars. This letter must be sent within one hundred eighty (180) days after the applicable run-out period for the terminated group. This provision applies to any amounts collected under the standard Ameriflex Funding.

j. Nothing in this Article shall prevent Client from exercising its rights to terminate this Agreement without penalty under the terms of this Agreement.

k. Client agrees that any early termination of an Order or this Agreement, regardless of Plan year end date, for reasons other than those described herein, shall cause Ameriflex to collect the remaining balance which would be due under such Order, had the Order or this Agreement not been terminated early.

9.10 No Waiver.

The failure of either party to demand strict performance by the other party of any of the terms or conditions set forth herein shall not be construed as a waiver or relinquishment of that party's right to demand strict and complete performance by the other party of said terms and conditions.

9.11 Counterparts.

The parties may execute this Agreement in multiple counterparts, each of which constitutes an original, and all of which, collectively, constitute only one agreement. The signatures of all of the parties need not appear on the same counterpart, and delivery of an executed counterpart signature page by facsimile or other electronic means is as effective as executing and delivering this Agreement in the presence of the other party to this Agreement. In proving this Agreement, a party must produce or account only for the executed counterpart of the party to be charged.

9.12 Governing Law.

THIS AGREEMENT SHALL BE GOVERNED BY AND CONSTRUED IN ACCORDANCE WITH THE LAWS OF THE STATE OF TENNESSEE WITHOUT REGARD TO CONFLICTS OF LAWS PRINCIPLES. IN THE EVENT OF ANY LITIGATION ARISING OUT OF THIS AGREEMENT, VENUE AND JURISDICTION SHALL BE IN THE STATE OR FEDERAL COURTS LOCATED IN MAURY COUNTY, TENNESSEE, AND BOTH PARTIES HEREBY CONSENT TO SUCH JURISDICTION AND VENUE.

9.13 Arbitration and Limitations on Actions.

Any controversy or claim arising out of or relating to this Agreement between Client and Ameriflex, or the breach thereof, shall be subject to non-binding arbitration prior to the filing of a complaint in a court of law; provided, however, that such arbitration shall be final and binding and may be enforced in any court with the requisite jurisdiction if the parties agree in advance, in writing, that such arbitration shall have final, binding effect. All arbitration, whether binding or non-binding, shall be conducted in accordance with the Commercial Arbitration Rules of the American Arbitration Association. The arbitration shall take place in a location within a fifty (50) mile radius of Maury County, Tennessee. Neither party to this Agreement may file such an arbitration request against the other party more than three (3) years after the act or omission giving rise to the action, nor may either party file a claim against the other party more than three (3) years after the act or omission giving rise to the action.

9.14 Audits.

Each party shall be authorized to perform audits of the records of payment to all Participants and other data specifically related to performance of the parties under this Agreement upon thirty (30) days prior written notice to the other. Audits shall be performed during normal working hours. Audits may be performed by an agent of either party provided such agent signs an acceptable confidentiality agreement. Each party agrees to provide reasonable assistance and information to the auditors. Client acknowledges and agrees that if it requests an audit, it shall reimburse Ameriflex for Ameriflex's reasonable expenses, including copying and labor costs, in assisting Client to perform the audit. Each party also agrees to provide such additional information and reports as the other party shall reasonably request. In no event, however, shall Client have access to Ameriflex's individual payroll and personnel files, any information relating to Ameriflex's other clients, or any of Ameriflex's overhead costs or related information.

9.15 Non-Disclosure of Proprietary/Confidential Information.

a. Client and Ameriflex each acknowledge that in contemplation of entering into this Agreement (and as a result of the contractual relationship created hereby), each party has revealed and disclosed, and shall continue to reveal and disclose to the other, information which is proprietary and/or confidential information of such party. Client and Ameriflex agree that each party shall: (1) keep such proprietary and/or confidential information of the other party in strict confidence; (2) not disclose confidential information of the other party to any third parties or to any of its employees not having a legitimate need to know such information; and (3) not use confidential information of the other party for any purpose not directly related to and necessary for the

performance of its obligations under this Agreement (unless required to do so by a court of competent jurisdiction or a regulatory body having authority to require such disclosure).

b. Information revealed or disclosed by a party for any purpose not directly related to and necessary for the performance of such party's obligations under this Agreement shall not be considered confidential information of such party for purposes hereof: (1) if, when, and to the extent such information is or becomes generally available to the public without the fault or negligence of the party receiving or disclosing the information; or (2) if the unrestricted use of such information by the party receiving or disclosing the information has been expressly authorized in writing and in advance by an authorized representative of the other party. For purposes of this Section 9.14, confidential information is any information in written, human-readable, machine-readable, or electronically recorded form (and marked as confidential and/or proprietary or words of similar import) and information disclosed verbally in connection with this Agreement and identified as confidential and/or proprietary (or words of similar import); and programs, policies, practices, procedures, files, records, and correspondence concerning the parties' respective businesses or finances. The terms and conditions of this Section 9.14 shall survive the termination of this Agreement.

9.16 Designation of Outside Plan Representative Form.

For purposes of the execution of this Agreement, Ameriflex will only accept the signature of a broker or other designated agent if a duly authorized representative of Client executes the Designation of OPR Form. In accordance with the terms of this form, such designation shall also operate as a designation of an agent for purposes of Plan administration, meaning that Client executing such form authorizes the agent to act on behalf of the Plan Administrator for Client's Plans.

9.17 Business Associate Agreement.

A Business Associate Agreement is included in this Agreement as Exhibit A. The execution of this Agreement shall also operate as an execution of said Business Associate Agreement.

9.18 Escheatment.

Client is responsible for compliance with all escheatment obligations.

9.19 Plan Start Date.

If Client selects a Plan start date which has already passed and/or is in the past, Client understands, acknowledges and agrees that it will not hold Ameriflex liable or responsible, and will hold Ameriflex harmless, for any effects or consequences, whether monetary or otherwise, which may arise out of the Client's decision to establish a Plan with a start date which has already passed.

9.20 Data Protection and Systems.

Both parties agree to comply with their own respective Privacy Policy, which may be updated from time to time, and all applicable data processing laws, regulations and rules. Ameriflex and Client shall each implement and maintain a comprehensive written security program that contains appropriate and reasonable security measures to safeguard the personal information of the data shared between the parties. As long as Ameriflex has acted in compliance with the above and without gross negligence, Ameriflex shall have no liability to the Client with regards to any breach or loss in relation to such personal information or data. If Client or any of its third-party vendors experience a security incident and as a result, through no fault of Ameriflex, the data and/or personal information obtained through such security incident is used to gain access to Ameriflex's system through social engineering or other methods, Ameriflex shall have no liability to the Client or its Participants. Ameriflex shall upon the written request of Client and/or a Participant, delete the personal data of a Participant unless applicable law requires storage of the personal data such as ERISA, state or local law.

Ameriflex systems are intended for use by Client only. Ameriflex will communicate critical outages of its systems that may impact a Client using electronic messaging to a Client in a timely manner once such outage has been discovered. Ameriflex will use commercially reasonable efforts to schedule downtime for routine maintenance and upgrade of its systems, to ensure continued security and stability, outside of business hours and give Client at least forty-eight (48) hours prior notice of all scheduled downtime or outages of its systems. Ameriflex shall be permitted to be off line for a total of seventy-two (72) day light hours per calendar year during the Term provided such off line time is not due to a Force Majeure event.

9.21 Changes to Agreement.

In the event of changes to technology capabilities, federal or state laws or regulations affecting any, some or all of the Services, Ameriflex may make changes to this Agreement with thirty (30) days' notice to Client. If within thirty (30) days of the notification of the change or changes, Client elects to terminate this Agreement, Client may do so within thirty (30) days of such notification without penalty.

9.22 Independent Contractor.

It is understood between the parties hereto that the relationship of the parties under this Agreement shall be that of independent contractors, and shall not be construed to constitute an agency, partnership, joint venture, or a Client/employee relationship.

9.23 Entire Agreement/Assignment/Change of Control.

This Agreement, along with any applicable Exhibits, Orders and/or funding forms, constitutes the entire agreement between the parties and supersedes any prior agreements or understandings, written or verbal, including any marketing or advertising materials, or other media, concerning the subject matter hereof. No modification of nor addition to this Agreement will be effective unless evidenced by a writing signed by the parties hereto. Client may not assign this Agreement, nor any part hereof, to any unaffiliated third party without prior, written consent of Ameriflex; however, in the event of a change in control of Client, including but not limited to a

sale, merger or acquisition, the successor entity shall automatically assume all rights and obligations under this Agreement and the parties shall execute any necessary documents to effectuate such.

EXHIBIT A

HIPAA Business Associate Agreement

This HIPAA Business Associate Agreement (the "BA Agreement") is entered into by and between Ameriflex and Client (each a "Party" and collectively the "Parties"). This BA Agreement is incorporated by reference into the Ameriflex General Terms and Conditions (the "Agreement").

WHEREAS, Client, as a plan sponsor of health benefit plans, is required to enter into this BA Agreement to obtain satisfactory assurances that Ameriflex, a Business Associate under the Health Insurance Portability and Accountability Act ("HIPAA"), will appropriately safeguard all Protected Health Information ("PHI") disclosed, created or received by Ameriflex on behalf of Client; and

WHEREAS, Client desires to engage Ameriflex to perform certain functions described in the Agreement, for, or on behalf of Client involving the disclosure of PHI by Client to Ameriflex, or the creation or use of PHI by Ameriflex, and Ameriflex desires to perform such functions; and

WHEREAS, Ameriflex may be considered an organization that provides data transmission of PHI to Client and requires access on a routine basis to PHI. As required under the Omnibus HITECH Act Final Regulations as of January 25, 2013, Ameriflex will be treated as a Business Associate of the Client.

I. Definitions.

Unless otherwise defined, terms used in this BA Agreement have the same meaning as those terms in the Standards for Privacy of Individually Identifiable Health Information or the HIPAA Security Standards ("HIPAA Privacy and Security Rules").

a. "Breach" shall have the same meaning as the term "breach" in 45 CFR § 164.402.

b. "Breach Notification Rule" shall mean the Standards and Implementation Specifications for Notification of Breaches of Unsecured Protected Health Information under 45 CFR Parts 160 and 164, subparts A and D.

c. "Business Associate" shall mean Ameriflex.

d. "Covered Entity" shall mean Client.

e. "Electronic Protected Health Information" shall have the same meaning as the term "electronic protected health information" in 45 CFR § 160.103.

f. "Electronic Transactions Rule" shall mean the final regulations issued by HHS concerning standard transactions and code sets under 45 CFR § 160 and § 162.

g. "Enforcement Rule" shall mean the Enforcement Provisions set forth in 45 CFR § 160.

h. "Genetic Information" shall have the same meaning as the term "genetic information" in 45 CFR § 160.103.

i. "HHS" shall mean the Department of Health and Human Services.

j. "HIPAA Rules" shall mean the Privacy Rule, Security Rule, Breach Notification Rule, and Enforcement Rule.

k. "HITECH Act" shall mean the Health Information Technology for Economic and Clinical Health Act, enacted as part of the American Recovery and Reinvestment Act of 2009.

l. "Privacy Rule" shall mean the Privacy Standards and Implementation Specifications at 45 CFR § 160 and § 164, subparts A and E.

m. "Protected Health Information" or "PHI" shall have the same meaning as the term "protected health information" in 45 CFR § 160.103, limited to the information created, received, maintained, or transmitted by Business Associate from or on behalf of Covered Entity pursuant to this BA Agreement.

n. "Required by Law" shall have the same meaning as the term "required by law" in 45 CFR § 164.103.

o. "Security Incident" shall have the same meaning as the term "security incident" in 45 CFR § 164.304.

p. "Security Rule" shall mean the Security Standards and Implementation Specifications at 45 CFR Parts 160 and 164, subparts A and C.

q. "Subcontractor" shall have the same meaning as the term "subcontractor" in 45 CFR § 160.103.

r. "Transaction" shall have the meaning given the term "transaction" in 45 CFR § 160.103.

s. "Unsecured Protected Health Information" shall have the meaning given the term "unsecured protected health information" in 45 CFR § 164.402.

II. Responsibilities of Business Associate.

With regard to its use and/or disclosure of PHI, Business Associate agrees to:

a. use and/or disclose PHI only as necessary to provide the services, as permitted or required by this Agreement or as otherwise required by law;

b. implement and use appropriate administrative, physical and technical safeguards to prevent the use or disclosure of PHI other than as permitted or required by this Agreement and to reasonably and appropriately protect the confidentiality, integrity and availability of the PHI that Business Associate creates, receives, maintains or transmits on behalf of Client;

c. without unreasonable delay, report to Client (i) any use or disclosure of PHI not provided for by this Agreement of which it becomes aware; and/or (ii) any security incident of which Business Associate become aware, except that, for purposes of this reporting requirement the term "Security Incident" does not include inconsequential incidents that occur on a frequent basis such as scans or "pings" that are not allowed past Business Associate's firewall. Business Associate will provide any notice of privacy breaches or security incidents as mandated by the HIPAA Privacy and Security Rules to Client.

d. require all of its subcontractors and agents that create, receive, maintain or transmit PHI to agree, in writing, to the same restrictions and conditions on the use and/or disclosure of PHI that apply to Business Associate.

e. make available its internal practices, books and records relating to the use and/or disclosure of PHI to Client for purposes of determining Business Associate's compliance with the HIPAA Privacy and Security Rules to the Secretary of Health and Human Services, for purposes of the Secretary determining Business Associate or Client's compliance with the HIPAA Privacy and Security Rules.

f. document and within thirty (30) days after receiving a written request from Client, make available to Client, information necessary for Client to make an accounting of disclosures of PHI about an individual, in accordance with 45 CFR §164.528.

g. notwithstanding subsection (f), in the event that Business Associate, in connection with the Services, uses or maintains an Electronic Health Record of PHI of or about an individual, then Business Associate shall, when and as directed by Client, make an accounting of disclosures of PHI directly to an individual within thirty (30) days, in accordance with the requirements for accounting for disclosures made through an electronic health record.

h. provide access within thirty (30) days after receiving a written request from Client for PHI that constitutes a Designated Record Set about an individual, which is sufficient to allow Client to comply with the requirements of 45 CFR § 164.524.

i. to the extent that PHI in Business Associate's possession constitutes a Designated Record Set, make available within thirty (30) days after a written request by Client, PHI for amendment and incorporate any amendments to the PHI as directed by Client.

j. request, use and/or disclose only the minimum necessary amount of PHI necessary to accomplish the purpose of the request, use or disclosure.

k. not directly or indirectly receive remuneration in exchange for any PHI and not make or cause to be made any fundraising communication that is prohibited by 42 USC §17935 or §17936.

l. maintain appropriate insurance to cover HIPAA violations.

m. notify Client within ten (10) days of discovery if there is a breach by either Business Associate or one of its agent of unsecured PHI, as defined in and consistent with, the HITECH Act and any regulations or guidance issued thereunder. Such notification shall be made in writing, within ten (10) days of discovery and include the names, circumstances, date of breach and date of discovery, information breach, any steps the individuals should take to protect themselves, any steps Business Associate is taking to investigate the breach, mitigate losses and protect against future breaches, and a contact person.

n. if requested by Client, Business Associate shall notify the individuals involved or the media or the US Department of Health and Human Services, as applicable.

III. Responsibilities of Client.

In addition to any other obligations set forth in the Agreement, Client:

a. shall identify which of the records it furnishes to Business Associate to accomplish the Services.

b. shall provide to Business Associate only the minimum PHI necessary to accomplish the Services.

c. in the event that the Client is required to comply with a request to restrict the use and/or disclosure of PHI, or receives revisions to a notice of privacy practices, or is notified by an individual for confidential communications, Client agrees not to provide Business Associate any PHI that is subject to any of those restrictions or limitations to the extent any may limit Business Associate's ability to use and/or disclose PHI as permitted or required under this BA Agreement unless Client notifies Business Associate of the restriction or limitation and Business Associate agrees to honor the restriction or limitation.

d. shall be responsible for using administrative, physical and technical safeguards at all times to maintain and ensure the confidentiality, privacy and security of PHI transmitted to Business Associate pursuant to the Agreement, including this BA Agreement, in accordance with the standards and requirements of HIPAA, until such PHI is received by Business Associate.

e. shall obtain any consent or authorization that may be required by applicable federal or state laws and regulations prior to furnishing Business Associate the PHI.

IV. Permitted Uses and Disclosures by Business Associate.

Unless otherwise limited in the Agreement or this BA Agreement or applicable law, in addition to any other uses and/or disclosures permitted or required by this BA Agreement, Business Associate may:

a. make any and all uses and/or disclosures of PHI necessary to provide the Services to Client.

b. use and disclose to subcontractors and agents the PHI in its possession for its proper management and administration or to carry out the legal responsibilities of Business Associate, provided that any third party to which Business Associate discloses PHI for those purposes provides written assurances in advance that (i) the information will be held confidentially and used or further disclosed only as required by law, (ii) the information will be used only for the purposes for which it was disclosed to the third party, and (iii) the third party promptly will notify Business Associate of any instances of which it becomes aware in which the confidentiality of the information has been breached.

c. de-identify any and all PHI received or created by Business Associate under this BA Agreement, which de-identified information shall not be subject to this BA Agreement and may be used and disclosed on Business Associate's own behalf, all in accordance with the de-identification requirements of the Privacy Rule.

d. use or disclose PHI as required by law.

e. Business Associate shall not knowingly allow the use or disclosure of Protected Health Information that relates to an individual's "reproductive health care" (as defined in 45 C.F.R. §160.103) in violation of 45 C.F.R. §164.502(a)(5)(iii) for either of the following purposes: (i) to conduct a criminal, civil, or administrative investigation into or to impose criminal, civil, or administrative liability against such individual or any involved person for the mere act of seeking, obtaining, providing, or facilitating reproductive health care where such healthcare is lawful under the circumstances in which it is provided; or (ii) to identify such individual or any involved person for the purpose of conducting such investigation or imposing such liability.

V. Termination.

a. This BA Agreement shall remain in effect for the term of the Agreement. Upon termination of the Agreement, Business Associate will retain no copies of the PHI and will, with thirty (30) days, return or destroy such, including all PHI in possession of Business Associate's agents or subcontractors. If such return or destruction is not feasible, Business Associate will continue to extend the protections, limitations and restrictions afforded to PHI hereunder.

b. Upon a party's material breach or violation of this BA Agreement, then the non-breaching party shall provide written notice of the breach or violation to the other party that specifies the nature of the breach or violation. The breaching party must cure the breach or end the violation on or before thirty (30) days after receipt of written notice. In the absence of a cure reasonably satisfactory to the non-breaching party within the specified timeframe, then the non-breaching party may terminate the Agreement, including this BA Agreement.

VI. Miscellaneous.

a. The parties agree to amend this BA Agreement to comply with any amended, updated or new applicable laws or requirements of the HITECH Act, where necessary.

b. The parties intend that Business Associate is an independent contractor and not an agent of the Client.

c. All notices and communications required by this BA Agreement shall be in writing and shall be given by first-class registered mail, postage prepaid or by electronic mail to the address that each party specifies in writing.

d. This BA Agreement constitutes the entire agreement between the parties with respect to its subject matter and constitutes and supersedes all prior agreements, representations and understandings of the parties, written or verbal, with regard to this same subject matter.

IN WITNESS WHEREOF, by the signatures of their duly-authorized representatives below, intending to be legally bound, agree to all of the provisions of this Agreement.

EMPLOYER
By:_____
Title:_____
Date:_____

INTERFLEX PAYMENTS, LLC DBA AMERIFLEX
By: /s/ William C. Short
Title: Executive Chairman

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Kellye Murphy, Tourism & Marketing Director, kmurphy@columbiatn.gov 931.560.1510

AGENDA ITEM TITLE: APPROVE AND AUTHORIZE THE MAYOR TO SIGN A CONTRACT BETWEEN THE CITY OF COLUMBIA AND LAMAR ADVERTISING IN THE AMOUNT OF $4,000 FOR DIGITAL BILLBOARD ADVERTISING.

RECOMMENDATION: Approve.

INFORMATION: Digital billboard advertising for Mule Day by Visit Columbia is one marketing strategy designed to reach thousands of travelers along interstates and surface streets of the Nashville/Middle TN area, encouraging and inspiring travel to Columbia.

CERTIFICATION: The Chief Financial Officer certifies that $4,000 is budgeted and unencumbered in Tourism Enhancement-General Fund - Professional Services.

ATTACHMENTS: Staff Report, Lamar Contract.

Nashville
1993 Southerland Drive
Nashville, TN 37207
Phone: 615-228-5500
Fax: 615-228-5997

LAMAR

CONTRACT # 5417133

Date: 2/11/2026
New/Renewal: NEW
Account Executive: Erica Hawn
Phone: 615-228-5500

CONTRACTED DIRECTLY BY ADVERTISER	
Customer #	759919-0
Name	THE CITY OF COLUMBIA
Address	700 NORTH GARDEN STREET
City/State/Zip	COLUMBIA, TN 38401
Contact	Kellye Murphy
Email Address	kmurphy@columbiatn.com
Phone #	(931) 560-1575
Fax #	
P.O./ Reference #	
Advertiser/Product	THE CITY OF COLUMBIA
Campaign	

Space

# of Panels: 4 — Billing Cycle: Monthly

Panel # TAB ID	Market	Location	Illum	Media Type	Size	Misc	Service Dates	# Service Periods	Invest Per Period	Cost
TBD (4)	030-NASHVILLE, TN	TBD		Digital Bulletin			03/28/26-04/10/26	1	$4,000.00	$4,000.00

Total Space Costs: $4,000.00

Special Considerations: Billboard locations rotate weekly. All space is booked as "preemptible" and locations will be scheduled based on availalbe space.

Advertiser authorizes and instructs The Lamar Companies (Lamar) to display in good and workmanlike manner, and to maintain for the terms set forth above, outdoor advertising displays described above or on the attached list. In consideration thereof, Advertiser agrees to pay Lamar all contracted amounts within thirty (30) days after the date of billing. Advertiser acknowledges and agrees to be bound by the terms and conditions on all pages of this contract.

The Agency representing this Advertiser in the contract executes this contract as an agent for a disclosed principal, but hereby expressly agrees to be liable jointly and severally and in solido with Advertiser for the full and faithful performance of Advertiser's obligations hereunder. Agency waives notice of default and consents to all extensions of payment.

The undersigned representative or agent of Advertiser hereby warrants to Lamar that he/she is the Mayor (Officer/Title) of the Advertiser and is authorized to execute this contract on behalf of the Advertiser.

Customer: THE CITY OF COLUMBIA

Signature: (signature above)

Name: (print name above)

Date: (date above)

THE LAMAR COMPANIES

This contract is NOT BINDING UNTIL ACCEPTED by a Lamar General Manager.

ACCOUNT EXECUTIVE: Erica Hawn | GENERAL MANAGER | DATE

STANDARD CONDITIONS

1. Late Artwork: The Advertiser must provide or approve art work, materials and installation instructions ten (10) days prior to the initial Service Date. In the case of default in furnishing or approval of art work by Advertiser, billing will occur on the initial Service Date.

2. Copyright/Trademark: Advertiser warrants that all approved designs do not infringe upon any trademark or copyright, state or federal. Advertiser agrees to defend, indemnify and hold Lamar free and harmless from any and all loss, liability, claims and demands, including attorney's fees arising out of the character contents or subject matter of any copy displayed or produced pursuant to this contract.

INITIALS _____

Approved as to Legal Form:
Jake Hubbell, City Attorney

Nashville
1993 Southerland Drive
Nashville, TN 37207
Phone: 615-228-5500
Fax: 615-228-5997

LAMAR

CONTRACT # 5417133

Date: 2/11/2026
New/Renewal: NEW
Account Executive: Erica Hawn
Phone: 615-228-5500

3. Payment Terms: Lamar will, from time to time at intervals following commencement of service, bill Advertiser at the address on the face hereof. Advertiser will pay Lamar within thirty (30) days after the date of invoice. If Advertiser fails to pay any invoice when it is due, in addition to amounts payable thereunder, Advertiser will promptly reimburse collection costs, including reasonable attorney's fees plus a monthly service charge at the rate of 1.5% of the outstanding balance of the invoice to the extent permitted by applicable law. Delinquent payment will be considered a breach of this contract. Payments will be applied as designated by the Advertiser; non designated payments will be applied to the oldest invoices outstanding.

4. Service Interruptions: If Lamar is prevented from posting or maintaining any of the spaces by causes beyond its control of whatever nature, including but not limited to acts of God, strikes, work stoppages or picketing, or in the event of damage or destruction of any of the spaces, or in the event Lamar is unable to deliver any portion of the service required in this contract, including buses in repair, or maintenance, this contract shall not terminate. Credit shall be allowed to Advertiser at the standard rates of Lamar for such space or service for the period that such space or service shall not be furnished or shall be discontinued or suspended. In the case of illumination, should there be more than a 50% loss of illumination, a 20% pro-rata credit based on four week billing will be given. If this contract requires illumination, it will be provided from dusk until 11:00p.m. Lamar may discharge this credit, at its option, by furnishing advertising service on substitute space, to be reasonably approved by Advertiser, or by extending the term of the advertising service on the same space for a period beyond the expiration date. The substituted or extended service shall be of a value equal to the amount of such credit.

5. Entire Agreement: This contract, all pages, constitutes the entire agreement between Lamar and Advertiser. Lamar shall not be bound by any stipulations, conditions, or agreements not set forth in this contract. Waiver by Lamar of any breach of any provision shall not constitute a waiver of any other breach of that provision or any other provision.

6. Copy Acceptance: Lamar reserves the right to determine if copy and design are in good taste and within the moral standards of the individual communities in which it is to be displayed. Lamar reserves the right to reject or remove any copy either before or after installation, including immediate termination of this contract.

7. Termination: All contracts are non-cancellable by Advertiser without the written consent of Lamar. Breach of any provisions contained in this contract may result in cancellation of this contract by Lamar.

8. Materials/Storage: Production materials will be held at customer's written request. Storage fees may apply.

9. Installation Lead Time: A leeway of five (5) working days from the initial Service Date is required to complete the installation of all non-digital displays.

10. Customer Provided Production: The Advertiser is responsible for producing and shipping copy production. Advertiser is responsible for all space costs involved in the event production does not reach Lamar by the established Service Dates. These materials must be produced in compliance with Lamar production specifications and must come with a 60 day warranty against fading and tearing.

11. Bulletin Enhancements: Cutouts/extensions, where allowed, are limited in size to 5 feet above, and 2 feet to the sides and 1 foot below normal display area. The basic fabrication charge is for a maximum 12 months.

12. Assignment: Advertiser shall not sublet, resell, transfer, donate or assign any advertising space without the prior written consent of Lamar.

13. Digital Provisions: Lamar will strive to provide Advertisers with 100% of the time they contract. However, due to problems with power interruptions, emergency governmental warnings (e.g. Amber Alerts) or other unforeseen interruptions, Lamar is guaranteeing copy will be displayed an average of 92.5% of the time contracted. If a location should be lost during the period of display for any reason, a digital location of equal advertising value will be substituted or credit issued for the loss of service. For purposes of determining whether a credit is due, the average number of guaranteed impressions per day will be measured over the duration of the contract, e.g., during a four week contract, the available impressions during the entire four week term of the contract will be calculated and 92.5% of that number will be used as the basis to determine whether a credit is due the Advertiser. If Lamar has provided 92.5% or greater of available impressions, then no credit will be due.

INITIALS _____

Nashville
1993 Southerland Drive
Nashville, TN 37207
Phone: 615-228-5500
Fax: 615-228-5997

Date: 2/11/2026
New/Renewal: NEW
Account Executive: Erica Hawn
Phone: 615-228-5500

14. Customer Supplied Content (iSpots) License and Indemnity Agreement
Copyright/Trademark: Advertiser warrants that all approved designs do not infringe upon any trademark or copyright, state or federal. Advertiser agrees to defend, indemnify and hold Lamar free and harmless from any and all loss, liability, claims and demands, including attorney's fees arising out of the character, contents or subject matter of any copy displayed or produced pursuant to this contract.

14(a) - Customer Supplied Content - When Advertiser desires to purchase digital advertising from Lamar featuring images, photographs, graphics, text, data, or other such media ("Customer Supplied Content (CSC)") that will be provided by Advertiser, some of which may be owned and/or provided, directly or indirectly, by a third party (hereinafter "Third Party Customer Supplied Content or Third Party CSC"):
(i) the Advertiser shall be solely responsible to ensure the appropriateness and inoffensive or otherwise innocuous nature of the CSC or Third Party CSC.
(ii) Advertiser acknowledges that Advertiser is solely responsible for acquiring, licensing, and/or purchasing any Third Party CSC and/or has the authority to use and to license CSC and Third Party CSC.
(iii) Advertiser warrants that the CSC and/or Third Party CSC will comply with all applicable local, state and federal laws and regulations.
(iv) Advertiser shall be solely responsible for the truthfulness, accuracy, integrity, and lawfulness of the CSC and/or Third Party CSC.
(v) Advertiser shall defend, cover, indemnify and hold Lamar harmless for all loss, expense or damages, of whatever nature, which may be incurred by Lamar as a result of any claims or actions in connection with Lamar's or Lamar's affiliates and subsidiaries for use of the CSC or Third Party CSC. Claims or Actions shall specifically include but not be limited to the CSC's or Third Party CSC's public appropriateness. The foregoing duty to defend, cover and indemnify shall include, without limitation, a duty to pay any attorneys' fees and other costs of defense incurred by Lamar and its affiliates or subsidiaries.
(vi) Advertiser hereby grants to Lamar a paid up, non-exclusive, royalty-free license to use, reproduce, display, perform and modify the CSC and Third Party CSC, on its digital displays or to adapt the CSC and Third Party CSC for such use. The license granted herein includes the right to prepare works which may be considered derivative works of the CSC and/or Third Party CSC or any intellectual property contained therein. Additionally, Advertiser grants to Lamar such trademark license rights as may be necessary for Lamar to use the CSC and Third Party CSC on its digital displays.

INITIALS _____

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Kellye Murphy, Tourism & Marketing Director, kmurphy@columbiatn.gov 931.560.1510

AGENDA ITEM TITLE: APPROVE AND AUTHORIZE THE MAYOR TO SIGN AN AGREEMENT BETWEEN THE CITY OF COLUMBIA AND CAITLIN LUCIA CONTENT CREATOR IN THE AMOUNT OF $4,000 FOR A SPRING SOCIAL MEDIA COLLABORATION.

RECOMMENDATION: Approve.

INFORMATION: Visit Columbia will contract with Caitlin Lucia, content creator, as part of the marketing strategy designed to reach travelers through social media collaborative marketing to encourage and inspire travel to Columbia while building brand awareness.

CERTIFICATION: The Chief Financial Officer certifies that $4,000 is budgeted and unencumbered in Tourism Enhancement-General Fund - Professional Services.

ATTACHMENTS: Staff Report, Caitlin Lucia Agreement.

March 12, 2026

Agency point of contact: Page Elder page@brightside-mgmt.com

City of Columbia TN x Caitlin Lucia Agreement

This Collaboration Agreement was made as of March 12, 2026 by and between Caitlin Lucia (or "Talent") and City of Columbia TN (Company) for the upcoming participation in City of Columbia TN Promotion. Talent is engaged as an independent contractor and not as an employee of the Company.

Talent Deliverables: Talent to create One (1) Collaboration Instagram Reel promoting Columbia, TN

Fee:

1. $4,000 USD (to be paid Net 30 from contract signature)

Term date: April 17th, 2026

Timelines: The contract will be executed on March 12, with Caitlin's on-site visit scheduled for April 17, and analytics and performance metrics to be provided within one week following the agreed-upon posting date.

Late Payment: In the event of late payment, Company shall incur a late fee of 1.5% per week on the outstanding balance until paid in full. All payments shall be directed to the Partner's representation, which includes the Partner's agency and/or talent management company.

Payment terms:

a. **Payment Schedule.** Payment shall be made Net 30 days from Client's receipt of Talent's invoice, which will be submitted after completion of the agreed-upon deliverables.

b. **Payment Direction.** All payments must be made directly to Talent's authorized representation (agency or manager) as listed on the invoice.

c. **Payment Methods**. Accepted payment methods are:
(i) ACH transfer, or
(ii) physical check mailed to: 1317 Cardinal Ave, Nashville, TN 37216.

Non-Contingency of Fee. Talent's fee is owed in full regardless of platform outages, social-media takedowns, account bans, or removal of content for reasons outside Talent's control.

Exclusivity: N/A

Usage: Brand is permitted to repost the Content Creator's content organically on its owned social media channels. This usage does not include paid advertising, whitelisting, or any other form of paid media. All content posted on Client-owned channels must properly credit Talent in the caption or tag. The rights granted hereunder include the right to use Talent's approved name ("Caitlin Lucia") only, image, personality rights and approved biography but only in connection with the partnership during the Term. The grant of all such rights shall cease immediately upon expiration of the Term of this Agreement.

Paid Usage: Paid Usage is not included in this Agreement. Should the Company wish to pursue Paid Usage, both the usage window and specific creative assets must be mutually agreed upon by the Talent and the Company prior to execution. In such cases, additional compensation for the Talent will be negotiated and agreed upon by both parties.

Negative Comment Management
When Client uses Talent's content, whether organically or as paid ads:

- Client shall monitor and timely remove any negative, defamatory, harassing, or inappropriate comments. • If harmful or aggressive comments become excessive, the client must promptly disable comments, delete such comments, and take reasonable measures to protect Talent's safety and community environment.

Creative Guidelines: Talent must follow creative guidelines presented within the content agreed upon.

Revisions: Talent to submit at minimum of one (1) one round of revisions. Revisions must be requested within 5 business days of delivery and cannot change the fundamental concept or add new deliverables. Company to approve content prior to posting. Additional revisions are available for $500 per round. Requests that change project scope or add deliverables require a separate project proposal. Content Creator agrees to produce high-quality social media content that reflects the Company in a positive, professional, and inviting manner and is consistent with the Company's brand values and messaging. All content created under this Agreement shall be subject to the Company's review and written approval prior to posting or public distribution. Creator shall not publish or share any content related to the Company without receiving prior approval, and the Company may request reasonable edits or revisions to ensure the content meets its standards and objectives.

Re-Posting. If Client has approved the content and caption in writing, and Talent posts such content as directed, any errors identified by Client after posting that were not raised during the approval process shall require a **re-posting fee of $500.**

Expenses: Company agrees to cover the cost of pre-approved, on-itinerary experiences, including dining at designated local restaurants and one agreed-upon activity, as outlined in the mutually approved itinerary.

Company shall not be responsible for reimbursement of Talent's travel-related expenses, including but not limited to gas or transportation to and from the destination.

Disclosures: Talent will make necessary FTC mandated disclosures of partnership using the "Partner" feature on Instagram or using #Ad or as otherwise instructed by Company.

Conflict of interest: Talent is free to enter this agreement and will not repurpose any content created specifically related to this agreement for a third party. Agreement is non-exclusive, and talent is expressly free to perform services for other parties.

Termination: If talent is convicted of or pleads guilty to any felony crime or felony offense or commits an act of gross misconduct in connection with Talent's performance hereunder, or materially breaches provisions of this agreement in a manner that brings the company into public disrepute and fails to cure such breach within 10 business days following Company's written notice to Talent specifying the nature of the material breach – the Company may, at any time within 30 days following any such conviction, act or failure to cure, terminate the engagement of the talent by written notice. Similarly, Talent may terminate this agreement with written notice if the

Company materially breaches any provision and fails to cure such breach within 10 business days following Talent's written notice specifying the nature of the breach. In that event, all rights granted to Company hereunder shall cease as of the effective date of any such termination.
In the event of termination of this Agreement for any reason other than due to a party's material breach, the Company shall pay Talent a kill fee as detailed below:

- 20% upon contract signature
- 30% upon content creation
- 45% upon distribution of content to client
- 5% shared to content social platform

Entire Agreement. This Agreement constitutes the entire agreement between Talent and Company concerning the subject matter hereof and supersedes all prior and contemporaneous agreements between the parties. All notices required under this Agreement shall be in writing and delivered to the respective parties at their designated addresses or email addresses as provided herein. Neither party shall be liable for any failure to perform its obligations under this Agreement if such failure is caused by an event beyond its reasonable control, including but not limited to acts of God, war, or government regulation. Any disputes arising under this Agreement shall be resolved through binding arbitration in Nashville, TN, in accordance with the rules of the American Arbitration Association. This Agreement may be amended only by an instrument in writing that expressly refers to this Agreement and specifically states that it is intended to amend it. No party is relying upon any warranties, representations, or inducements not set forth herein. If any provision of this Agreement is held to be invalid or unenforceable, the remaining provisions shall continue in full force and effect. Both Talent and Company represent and warrant compliance with all applicable FTC guidelines in connection with the services and content provided under this Agreement.

Agreed by:

Name (talent): Caitlin Lucia

Date:

Signature:

Name: Mayor Charles M. Molder
(Company): City of Columbia TN

Date:

Signature:

Approved as to Legal Form:

Jake Hubbell, City Attorney

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Kellye Murphy, Tourism & Marketing Director, kmurphy@columbiatn.gov 931.560.1510

AGENDA ITEM TITLE: APPROVE AND AUTHORIZE THE MAYOR TO SIGN A CONTRACT BETWEEN THE CITY OF COLUMBIA AND JOURNAL COMMUNICATIONS IN THE AMOUNT OF $6,595.00 FOR ADVERTISING IN THE 2026-27 MAURY COUNTY LIVABILITY MAGAZINE.

RECOMMENDATION: Approve.

INFORMATION: The Maury County Livability Magazine is the Chamber's annual economic development magazine. The City of Columbia will purchase a full-page ad in the 2026-27 issue in the amount of $6,595 to market Columbia as the ideal place for businesses and families to work, live, play, and visit.

CERTIFICATION: The Chief Financial Officer certifies that $6,595 is budgeted and unencumbered in Tourism Enhancement-General Fund – Professional Services.

ATTACHMENTS: Staff Report, Journal Communications.

JOURNAL COMMUNICATIONS
CUSTOM MEDIA. CUSTOM CONTENT.
6550 Carothers Pkwy - Suite 420
Franklin, Tennessee 37067
(615) 771-0080 - Fax: (615) 771-0079

Sales Rep(s)
Mary Ann Stafford
(615) 771-5569, Ext. 229
mstafford@jnlcom.com

Contract Number: 3055

PO Number: xxxxx

Date: 02-03-2026

City of Columbia, TN
Kellye Murphy
700 N Garden St
Columbia, TN 38401

Advertiser
City of Columbia, TN
#12464
700 N Garden St
Columbia, TN 38401

Production Contact
Kellye Murphy
(931) 560-1510
kmurphy@columbiatn.GOV

Contract Description:
Full page-Quality of Life section sponsor
Medium Rectangle rotation on Livability.com Maury County pages
may repeat ads-will know at due date in March
approval from Mayor at March 2026 meeting
100 magazines

Publication	Issue	Ad Size	Premium Position	Section	Wall Date
Livability - Maury County Business TN - 0320 - Digital	30 - 2026 Edition	Medium Rectangle	General Rotation		04-03-2026
Livability - Maury County Business TN - 0320 - Print	30 - 2026 Edition	Liv - Full Page Bleed	Full Page Premium	Quality of Life	04-03-2026

Services

Name	Description	Qty
100 Complimentary Copies	Comp Copies	100.00

Total Contract $6,595.00

Journal Communications Terms and Conditions

Advertisement Terms

TERMS
NET 30 DAYS FROM THE DATE OF INVOICE. Rates are net unless otherwise indicated. A finance charge at a MONTHLY RATE of 1.5% is added to the contracted balance if unpaid for 30 days. This is an annual percentage rate of 18%.

Credit Card Processing Fee
All payments processed by a credit card will add a 3% processing fee to the balance.
CONDITIONS
This is an order and authorization to secure advertising space with Journal Communications Inc.
If the Advertiser or Agency needs to cancel the contracted advertising space, the Advertiser or Agency must submit written notice of cancellation within 7 days of the contract, via certified mail, to the Publisher.

If the Advertiser or Agency fails to adhere to the deadline for submitting ad materials as stated, the Publisher will run a previous ad or run the Advertiser's name and address in the space committed for the ad.
Publisher reserves the right to hold the Agency and/or Advertiser jointly and severally responsible for monies due and payable to Publisher. The venue for any disputes arising hereunder shall be Maury County, Tennssee. Tennessee Law shall govern all provisions of this contract. The Agency agrees that it is acting for its disclosed principal, the Client, and as such binds itself and the Client to the terms and conditions of this contract. Agency shall be liable for payment of sums due hereunder.
Publishers may look to either the Agency or the Advertiser for payment. Payment by the Advertiser to the Agency does not alleviate the obligation of the Advertiser to the Publisher for payment in full. The Publisher is not responsible for any type of errors set by the Publisher for advertisements that have been proofed and approved by the Advertiser or its Agency.
PROOFING POLICY
A PDF color proof will be emailed for approval before publication for all original ads. Changes requested by the Advertiser and/or Agency on this proof will be provided at no charge, and a second proof will be emailed if requested. ***Any changes requested by the Advertiser after the second proof will be billed for production time at an hourly rate (minimum $50).***

Journal Communications Inc. does not provide proof for ads submitted digitally or as film. Ad content is subject to Publisher's approval. It is understood the Advertiser and/or Agency has approved the material before its receipt. The publisher will conclude that the files are set up as the Advertiser and/or Agency intends them to be produced and we will output the ad as supplied. The publisher is not responsible for the final quality of the ad. If there is a pre-press problem with the submitted digital file, any extra charges incurred will be billed to the Advertiser and/or Agency with a detailed explanation of the problem.

"Vendor agrees that, during the performance of this Agreement, they will not discriminate against any employee or applicant for employment because of race, color, national origin, religion, sex, age, disability, pregnancy (including childbirth or a medical condition related to pregnancy or childbirth), protected genetic information, or reprisal. Vendor further agrees that Vendor will fully comply with any and all applicable Federal, State and local equal employment opportunity statues, ordinances and regulations, including, but not limited to, Title VII of the Civil Rights Act of 1964, the Americans with Disabilities Act of 1990, the Age Discrimination in Employment Act of 1967, the Pregnancy Discrimination Act, the Pregnant Workers Fairness Act of 2022, the Genetic Information Act of 2008, and the Equal Pay Act of 1963. Nothing in this section shall require the Vendor to comply with or become liable under any law, ordinances, regulation or rule that does not otherwise apply to the Vendor."

Production Specifications

SUBMITTING A DIGITAL AD
For submitted digital files, our free services include checking Advertiser- and/or Agency-submitted files to ensure they meet our specifications for magazine printing. Journal Communications is not responsible for enhancing your digital files, resizing to match ad space purchased or proofreading for spelling and grammatical errors. The quality of submitted digital files is the responsibility of the submitter.
If files deviate from the size or specifications on the Digital Submission form, the files will be rejected and must be resubmitted. Please proof your ad carefully before submission. Resubmitted files will be subject to a $50 processing fee.
We do not provide proof for ads we did not produce. It is understood that the files are set up as the Advertiser intended and were approved prior to submission to Journal Communications Inc.
Any extra charges incurred by Journal Communications Inc. due to problems with supplied files will be billed to the Advertiser with a detailed explanation of the problem.
ORIGINAL ADS
Journal Communications Inc. can assist in producing an original ad. The advertiser and/or Agency should provide a basic layout with all necessary materials to produce the ad. The advertising salesperson will assist in this process. Journal's Ad Production division provides basic typesetting and design services for original ads free of charge. **These do not include services that an advertising agency would provide.** Journal Communications free basic typesetting and design services include:

- Typing customer-provided text
- Choosing a visually pleasing, professional font
- Placing logo and/or photos in provided layout.

Custom production work, such as cleaning up rough logos, resetting logos, drawing maps, and outlining photos, can be performed at an extra charge. Custom work is billed at $75/hour.
Custom photo work, such as feathering, fading, or custom edging, can be performed at a fixed rate per photo. *Please note: All charges/rates listed are subject to change.*

FORMATTED ADS

- ll ads produced by the Publisher are formatted in the style approved by the magazine client.
- Visit ads.jnlcom.com for specifications and submission guidelines.
- A low-resolution PDF proof will be emailed before publication.
- Custom production work is available at an hourly rate of $75/hour.

Please note: All charges/rates listed are subject to change.

ONLINE ADS

Visit livmedia.com/ads for submission guidelines.

LISTING ENHANCEMENTS

For enhancements that include a logo, new logos must be submitted by the materials deadline on the contract. Logos that are not received by the deadline will receive a standard logo to be determined by the Publisher.

Representative Mary Ann Stafford	**Date** 02-03-2026	**Customer Signature** Charles (Chaz) M. Molder	**Date**

Approved as to Legal Form:

Jake Hubbell, City Attorney

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Kellye Murphy, Tourism & Marketing Director, kmurphy@columbiatn.gov 931.560.1510

AGENDA ITEM TITLE: APPROVE AND AUTHORIZE THE MAYOR TO SIGN A CONTRACT BETWEEN THE CITY OF COLUMBIA AND STYLEBLUEPRINT FOR A SUMMER TRAVEL DIGITAL MARKETING CAMPAIGN IN THE AMOUNT OF $1,995.

RECOMMENDATION: Approve.

INFORMATION: TStyleBlueprint Summer Travel Co-op digital marketing package: includes co-sponsored article and co-sponsored 8-week Summer 2026 email campaign to Atlanta market.

CERTIFICATION: The Chief Financial Officer certifies that $1,995 is budgeted and unencumbered in Tourism Enhancement-General Fund - Professional Services.

ATTACHMENTS: Staff Report, StyleBlueprint.

Signature ref: ad83575-c067-43[illegible]aae6-389b71c5140c

StyleBlueprint

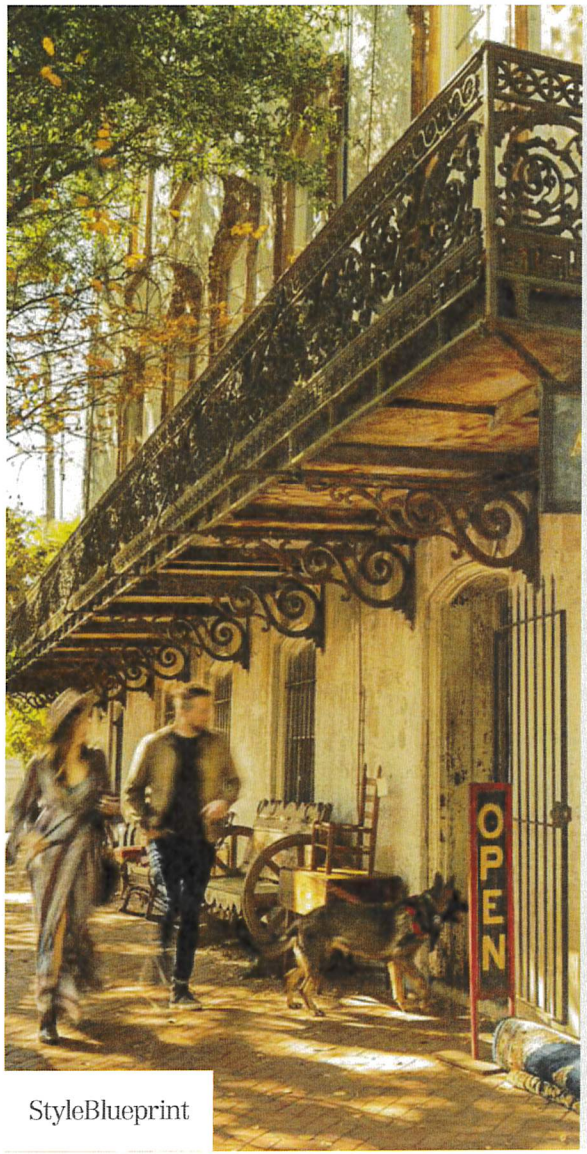
FOR A LIFE OF STYLE + SUBSTANCE *delivered daily*

WOMEN OWNED
CERTIFIED BY | WOMEN'S BUSINESS ENTERPRISE NATIONAL COUNCIL

Certified
SBA WOSB
Woman Owned Small Business

City of Columbia TN
Travel Co-op (Summer Weekend Trips from Atlanta)

SB



StyleBlueprint

Signature ref: ad835757-c067-431b-aae6-389b71c5140c

Summer Weekend Trips from Atlanta

Limited to 8 destinations or attractions for this co-op package.
(6 minimum to publish)

DATES: May to August

Inviting travelers to explore inspiring destinations or attractions that are a convenient drive or flight from Atlanta

- Co-op Sponsored Article promoted to our **Atlanta audience** (300,000+ annual readers) - lives on StyleBlueprint for two years.
- One Co-op Sponsored Email to our **Atlanta email subscribers**

$1,995 per travel partner

Package Value: $3,450 - a savings of $1,455!

Added Promotion:

- Targeted social media campaign to **Atlanta Greater Metro** residents.
- Article included in **Atlanta daily emails,** each week, for 8 weeks.

Make your package better!

- Add 3 months of ads on StyleBlueprint.com for an additional $1,995 (SAVE $1,605!) **Total cost $3,990.**

Fee Schedule

Name	Unit price	Quantity	Amount
SB Travel Co-op - Summer Weekend Trips from Atlanta	**$1,995.00**	**1**	**$1,995.00**
			Total: $1,995.00

Billing Contact Name:

Billing Contact Email:

B. *Please enter the name and email address of the person who will receive invoices and process payments.

TERMS & SIGNATURE

Blueprint.Inc

These Terms and Conditions and the service details and terms above comprise the parties' agreement (the "Agreement"). To the extent there is a conflict between these Terms and Conditions and any other agreement, purchase order, service order, or other document, these Terms and Conditions will govern.

1. **Services.** Client retains StyleBlueprint LLC (doing business as Blueprint.Inc) and StyleBlueprint agrees to provide to Client the services described above, subject to the terms and conditions of this Agreement (the "Services"). Any modifications to the Services must be in a writing signed by both parties. StyleBlueprint's performance of the Services is subject to Client's cooperation and fulfillment of its obligations under these Terms and Conditions, and StyleBlueprint shall have no obligation either during or after the Term to perform any of the Services available to Client under this Agreement if Client fails to cooperate and fulfill its obligations necessary for StyleBlueprint's performance of such Services or if Client declines such Services or fails to avail itself of such Services during the Term.
2. **Client Obligations.** Client will submit to StyleBlueprint the advertisements and other content and materials requested as necessary for Client's performance of the Services in accordance with StyleBlueprint's submission specifications. All materials submitted to Blueprint.Inc/StyleBlueprint are approved for use in marketing campaigns and free of any copyrights prohibiting this.
3. **Client-Provided Content.** StyleBlueprint reserves the right to reject any advertisement or other content or materials provided by Client if, within StyleBlueprint's reasonable discretion, (i) they do not comply with StyleBlueprint's specific formatting, editorial, and publishing guidelines; (ii) StyleBlueprint believes that the content, or the publication of the content, violates or will violate any applicable law, rule, or regulation; or (iii) StyleBlueprint believes that the content does not comply with reasonable moral standards promulgated by StyleBlueprint or society in general, including, without limitation, information deemed abusive, profane, defamatory, or harassing. If StyleBlueprint rejects an advertisement or other content or material and Client is unable or unwilling to submit acceptable alternative material, then this Agreement will be deemed cancelled. StyleBlueprint is not responsible for errors or omissions in any advertisement or other content or materials provided by Client. StyleBlueprint reserves the right to place the words "paid advertisement" within or adjacent to all advertisements that resemble editorial matter.
4. **Copyright and Content License.** Client agrees that the copyright in any advertisements or content created under this Agreement by StyleBlueprint or its employees or contractors is owned by StyleBlueprint. Each party owns and reserves the rights to its own material, content, and trademarks and service marks. Client grants to StyleBlueprint the right to use advertisements and other content and materials, including, without limitation, Client's trademarks and service marks, provided by or on behalf of Client to StyleBlueprint for purposes of StyleBlueprint's fulfillment of its obligations under this Agreement.
5. **Fees, Costs, and Payment.** Client agrees to pay StyleBlueprint the fees and costs described above, including deposits and set-up fees and other listed fees and costs, in accordance with the payment plan and the payment method specified above and by the due dates specified above. Client will pay the deposit set forth above to StyleBlueprint on execution of this Agreement. Deposits are non-refundable and shall be applied to remaining fees due under the Agreement. Any set-up fees shall be non-refundable after the commencement of the Services and are separate from and not included within the additional fees described above. Client agrees to reimburse StyleBlueprint for its costs and reasonable attorneys' fees in collecting any unpaid charge under this Agreement. Client will be responsible for interest on all amounts overdue by more than thirty (30) days at a rate of the lesser of one and one-half percent (1.5%) or the maximum rate allowable by applicable law.
6. **Term, Rate.** Unless terminated earlier as set forth below, this Agreement will be in effect from the Effective Date through the Term specified above, and for 12-month packages with monthly payments will renew automatically at the end of the Term on a month-to-month basis unless either party notifies the other in writing of non-renewal within thirty (30) days of expiration of the then current Term. Notwithstanding the foregoing, this Agreement shall not renew beyond the original Term in the event of short-term campaigns (shorter than 12-months), including, without limitation, sponsored content, social media packages, and short-term ad packages.

"Top Lists" will be notified 45-days before the end of their package and have until 45-days before the end of their package to renew. Otherwise, their slot may be sold to a new partner.

a. For renewing packages, after 12-months, Client has a guaranteed rate equal to this contracted base rate plus 3% annual increase for each 12-month period thereafter until this contract is terminated.

b. Client may give 30-day written notice to cease contract any time after the initial 12-month period of this contract has been fulfilled. Contract and payments will cease at the Sponsor's next billing period on or after the 30-day notification.

7. **Termination and Post-Termination.**

a. Either party may terminate this Agreement if the other party materially breaches any provision, warranty, or representation in this Agreement and, if such breach is curable, it remains uncured for a period of ten (10) days following receipt of written notice detailing the breach. Client's failure timely to pay any amounts due under this Agreement will constitute material breach. StyleBlueprint may terminate this Agreement for any reason with thirty (30) days' written notice.

b. If at any time during the term of this Agreement, either party becomes insolvent, makes a general assignment for the benefit of its creditors, suffers or permits the appointment of a receiver for its business, or becomes subject to any proceeding under bankruptcy laws or any other statute or laws relating to the insolvency or protection of the rights of creditors, the other party may, in addition to any other rights or remedies it may have, immediately terminate this Agreement by written notice of termination to such party.

c. 12-Month Agreements will be in effect for 12 months from the Effective Date. If Client chooses to cancel before that 12-month period had ended, the full annual fee is due at the date of termination.

d. If (i) Client terminates this Agreement for any reason, (ii) this Agreement is deemed cancelled for Client's failure to provide the advertisements, content and materials necessary for StyleBlueprint to perform the Services in accordance with StyleBlueprint's required specifications or an acceptable substitution in StyleBlueprint's reasonable discretion, or (iii) StyleBlueprint terminates this Agreement for Client's material breach, all amounts due for Services that have been fulfilled by StyleBlueprint as of the date of termination, including associated amortized fees and costs, will immediately become due and payable. All provisions under this Agreement that, by their nature, are intended to survive any termination or expiration of this Agreement will survive.

Initial here to agree to the above termination terms and conditions: ☐

B

8. **Representations and Warranties.** Client represents and warrants that: (a) it has full power and authority to enter into this Agreement and perform its obligations under this Agreement; (b) it holds all of the necessary rights to permit the use of the advertisements and all materials and content it provides under these Terms for such use, including, without limitation, names, portraits, likenesses, testimonials, photographs, illustrations, graphics, audio clips, video clips, text, data, trademarks, copyrighted material, or any other information, content, display, or material (whether written, graphic, sound, or otherwise) (collectively, the "Materials"); (c) the use, reproduction, distribution, or transmission of the Materials and any material or content accessible or acquired through the advertisement will not violate any laws, rules, or regulations or any rights of any person or entity, including, without limitation, infringement or misappropriation of any copyright, patent, competition, defamation, invasion of privacy or rights of publicity, violation of any anti- discrimination law or regulation, or any other right of any person or entity; (d) the Materials will contain no inaccuracies of fact; (e) it will fulfill all representations and commitments made in the Materials; and (e) it will act at all times in accordance with all applicable laws, rules, and regulations in connection with these Terms and Conditions.

9. **Indemnification.** Client indemnifies and will hold harmless StyleBlueprint and its affiliated companies and its and their respective employees, owners, officers, directors, shareholders, members, partners, agents, contractors, and representatives from and against any and all death, personal injury, property damage, loss, liability or claim of liability, expenses, fines and penalties including attorneys' fees arising from the Client's breach of any of the representations, warranties, or obligations under this Agreement; the use of Client's products or services; or the use, reproduction, distribution, or transmission of the Materials. Client may not settle any potential suit hereunder without the indemnified party's prior written approval (not to be unreasonably withheld, conditioned, or delayed). Client may not, without the prior written consent of the party entitled to be indemnified, enter into any settlement agreement regarding any claim under this Section that (i) admits fault or liability of the party entitled to be indemnified; (ii) places future obligations on the party entitled to be indemnified; or (iii) is not confidential by its express terms.

10. **Disclaimer.** EXCEPT AS OTHERWISE SET FORTH IN THIS AGREEMENT, STYLEBLUEPRINT EXPRESSLY DISCLAIMS ALL WARRANTIES REGARDING ITS SERVICES, INCLUDING ANY IMPLIED WARRANTIES ARISING FROM COURSE OF DEALING OR COURSE OF PERFORMANCE, AND ANY WARRANTY REGARDING (A) THE NUMBER OF PERSONS WHO WILL ACCESS ANY ADVERTISING OR OTHER CONTENT PUBLISHED UNDER THIS AGREEMENT; (B) ANY BENEFIT CLIENT MIGHT OBTAIN FROM THE PUBLICATION OF SUCH ADVERTISING OR CONTENT; AND (C) THE SPEED, ACCESSIBILITY, OPERATION OR FUNCTIONALITY OF SUCH PUBLISHED ADVERTISING OR CONTENT. THIS DISCLAIMER WILL APPLY EVEN IF THE EXPRESS WARRANTIES SET FORTH IN THIS AGREEMENT FAIL IN THEIR ESSENTIAL PURPOSE.

11. **Limitation of Liability.** IN NO EVENT WILL STYLEBLUEPRINT BE LIABLE TO CLIENT OR ANY THIRD PARTY FOR ANY INDIRECT, INCIDENTAL, CONSEQUENTIAL, SPECIAL, OR EXEMPLARY DAMAGES, INCLUDING LOST PROFITS, EVEN IF SUCH DAMAGES ARE FORESEEABLE AND REGARDLESS OF WHETHER STYLEBLUEPRINT HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. IF, DESPITE THE FOREGOING, LIABILITY IS NEVERTHELESS IMPOSED ON STYLEBLUEPRINT FOR ANY REASON, IN NO EVENT WILL STYLEBLUEPRINT BE LIABLE TO CLIENT FOR ANY AMOUNT GREATER THAN THE AMOUNT PAID BY CLIENT TO STYLEBLUEPRINT UNDER THIS AGREEMENT FOR THE MOST RECENT THREE-MONTH PERIOD PRIOR TO AN ALLEGED CLAIM BY CLIENT.

12. **Non-Assignment/No Partnership.** Client will have no right to assign this agreement, or any provision of this Agreement, without the written permission of StyleBlueprint. The parties to this Agreement are independent contractors with respect to each other and with respect to all matters arising under this Agreement. Nothing in this Agreement establishes a partnership, joint venture, association, or employment relationship between the parties and/or any exclusive course of dealing. Without limitation on the foregoing, neither party will have the right to bind the other party to any agreement, covenant, or obligation of any kind without the prior written consent of such other party in each instance

B.

13 **Force Majeure.** If StyleBlueprint's performance of the Services or any obligation under this Agreement is prevented, restricted, or interfered with by causes beyond StyleBlueprint's reasonable control ("Force Majeure"), StyleBlueprint will use reasonable efforts under the circumstances to avoid or remove such causes of non-performance and will proceed to perform promptly whenever such causes are removed or ceased. The term Force Majeure will include, without limitation, acts of God, fire, explosion, vandalism, storm or other similar occurrence, orders or acts of military or civil authority, or by national emergencies, insurrections, riots, or wars.

14. **Miscellaneous.** This Agreement constitutes the entire understanding between the parties with respect to the subject matter of the Agreement and may not be amended except by a writing signed by an authorized representative of each party. This Agreement will be binding on, inure to the benefit of, and be enforceable by the parties and their successors and permitted assigns. This Agreement will be construed in accordance with the laws of the State of Tennessee. Any and all disputes arising under or related to this Agreement must be settled in a court of competent jurisdiction in Maury County.

B.

Blueprint.Inc Signature:

Sarah Finklea - Sales Operations Manager

Partner Signature:

Approved as to Legal Form:

Jake Hubbell, City Attorney

B.

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Paul Keltner, AICP, Development Services Director, pkeltner@columbiatn.gov 931-560-1560

AGENDA ITEM TITLE: APPROVE AND AUTHORIZE THE MAYOR TO SIGN THE AMENDMENT TO THE HEALTHY BUILT ENVIRONMENT (HBE) GRANT CONTRACT MOVING FUNDS FROM FY2025 TO FY2026 IN THE AMOUNT OF $50,000.

RECOMMENDATION: Approve.

INFORMATION: The State is requesting that the funds associated with the HBE Grant be moved to the 2026 fiscal year. The grant was awarded for design of a small area plan to provide access and availability to neighborhood wellness and community opportunities for citizens. Neither the scope nor the funding of the contract has changed, only the fiscal year funding from 2025 to 2026.

CERTIFICATION: The Chief Financial Officer certifies that $50,000 is budgeted and unencumbered in the Grants Fund-HBE Grant.

ATTACHMENTS: Staff Report, Contract Amendment.

GRANT AMENDMENT

Agency Tracking #	Edison ID	Contract #	Amendment #
34360-05725	303338	ZZ-25- 303338-01	1

Contractor Legal Entity Name	Edison Vendor ID
City of Columbia	4067

Amendment Purpose & Effect(s)

Move funds from FY2025 to FY2026

Amendment Changes Contract End Date: ☐ YES ☒ NO **End Date:** 6/30/2026

TOTAL Contract Amount INCREASE or DECREASE per this Amendment (zero if N/A): **$ 0**

Funding —

FY	State	Federal	Interdepartmental	Other	TOTAL Contract Amount
2025	$7,300				$7,300
2026	$42,700				$42,700
TOTAL:	**$50,000**				**$50,000**

Budget Officer Confirmation: There is a balance in the appropriation from which obligations hereunder are required to be paid that is not already encumbered to pay other obligations.

Eric Bucholz

CPO USE

Speed Chart (optional)	**Account Code** (optional)

AMENDMENT ONE
OF GRANT CONTRACT ZZ-25-303338-00

This Grant Contract Amendment is made and entered by and between the State of Tennessee, Department of Health, hereinafter referred to as the "State" and City of Columbia, hereinafter referred to as the "Grantee." It is mutually understood and agreed by and between said, undersigned contracting parties that the subject Grant Contract is hereby amended as follows:

1. Grant Contract Attachment 2 is deleted in its entirety and replaced with the new Attachment 2 attached hereto.

Required Approvals. The State is not bound by this Amendment until it is signed by the contract parties and approved by appropriate officials in accordance with applicable Tennessee laws and regulations (depending upon the specifics of this contract, said officials may include, but are not limited to, the Commissioner of Finance and Administration, the Commissioner of Human Resources, and the Comptroller of the Treasury).

Amendment Effective Date. The revisions set forth herein shall be effective once all required approvals are obtained. All other terms and conditions of this Grant Contract not expressly amended herein shall remain in full force and effect.

IN WITNESS WHEREOF,

CITY OF COLUMBIA:

GRANTEE SIGNATURE **DATE**

PRINTED NAME AND TITLE OF GRANTEE SIGNATORY (above)

TENNESSEE DEPARTMENT OF HEALTH:

DR. JOHN DUNN, INTERIM COMMISSIONER **DATE**

Approved as to Legal Form:

Jake Hubbell, City Attorney

ATTACHMENT 2

GRANT BUDGET

(BUDGET PAGE 1)

Healthy Built Environments				
APPLICABLE PERIOD: The grant budget line-item amounts below shall be applicable only to expense incurred during the period beginning July 1, 2024, and ending June 30, 2026.				
	EXPENSE OBJECT LINE-ITEM CATEGORY [1] (detail schedule(s) attached as applicable)	**GRANT CONTRACT**	**GRANTEE PARTICIPATION**	**TOTAL PROJECT**
	Salaries [2]	$0.00	$0.00	$0.00
	Benefits & Taxes	$0.00	$0.00	$0.00
	Professional Fee/ Grant & Award [2]	$47,250.00	$0.00	$47,250.00
	Supplies	$0.00	$0.00	$0.00
	Telephone	$0.00	$0.00	$0.00
	Postage & Shipping	$0.00	$0.00	$0.00
	Occupancy	$0.00	$0.00	$0.00
	Equipment Rental & Maintenance	$0.00	$0.00	$0.00
	Printing & Publications	$750.00	$0.00	$750.00
	Travel/ Conferences & Meetings [2]	$2,000.00	$0.00	$2,000.00
	Interest [2]	$0.00	$0.00	$0.00
	Insurance	$0.00	$0.00	$0.00
	Specific Assistance To Individuals [2]	$0.00	$0.00	$0.00
	Depreciation [2]	$0.00	$0.00	$0.00
	Other Non-Personnel [2]	$0.00	$0.00	$0.00
	Capital Purchase [2]	$0.00	$0.00	$0.00
	Indirect Cost (% and method)	$0.00	$0.00	$0.00
	In-Kind Expense	$0.00	$0.00	$0.00
	GRAND TOTAL	$50,000.00	$0.00	$50,000.00

[1] Each expense object line-item is defined by the U.S. OMB's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart E Cost Principles (posted on the Internet at: https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E) and CPO Policy 2013-007 (posted online at https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/library-.html).

[2] Applicable detail follows this page if line-item is funded.

ATTACHMENT 2 (continued)

GRANT BUDGET LINE-ITEM DETAIL

(BUDGET PAGE 2)

SALARIES									AMOUNT
SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT ROW AS NECESSARY)		x		x		+		(Longetivity, if applicable)	$0.00
ROUNDED TOTAL									$0.00

PROFESSIONAL FEE/ GRANT & AWARD	AMOUNT
Engineering Consultant - Feasibility Analysis of projects stemming from East Columbia convening meeting	$10,000.00
Engineering Consultant - Subarea Plan Preparation	$37,250.00
ROUNDED TOTAL	$47,250.00

TRAVEL/ CONFERENCES & MEETINGS	AMOUNT
East Columbia Convening Meeting - Attendee childcare and child entertainment	$1,500.00
East Columbia Convening Meeting - Food/catering costs	$500.00
ROUNDED TOTAL	$2,000.00

INTEREST	AMOUNT
SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT ROW AS NECESSARY)	$0.00
ROUNDED TOTAL	$0.00

SPECIFIC ASSISTANCE TO INDIVIDUALS	AMOUNT
SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT ROW AS NECESSARY)	$0.00
ROUNDED TOTAL	$0.00

DEPRECIATION	AMOUNT
SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT ROW AS NECESSARY)	$0.00
ROUNDED TOTAL	$0.00

OTHER NON-PERSONNEL	AMOUNT
SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT ROW AS NECESSARY)	$0.00
ROUNDED TOTAL	$0.00

CAPITAL PURCHASE	AMOUNT
SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT ROW AS NECESSARY)	$0.00
ROUNDED TOTAL	$0.00

ATTACHMENT 2

GRANT BUDGET

(BUDGET PAGE 3)

Healthy Built Environments				
APPLICABLE PERIOD: The grant budget line-item amounts below shall be applicable only to expense incurred during the period beginning July 1, 2024, and ending June 30, 2025.				
	EXPENSE OBJECT LINE-ITEM CATEGORY [1] (detail schedule(s) attached as applicable)	**GRANT CONTRACT**	**GRANTEE PARTICIPATION**	**TOTAL PROJECT**
	Salaries[2]	$0.00	$0.00	$0.00
	Benefits & Taxes	$0.00	$0.00	$0.00
	Professional Fee/ Grant & Award [2]	$7,300.00	$0.00	$7,300.00
	Supplies	$0.00	$0.00	$0.00
	Telephone	$0.00	$0.00	$0.00
	Postage & Shipping	$0.00	$0.00	$0.00
	Occupancy	$0.00	$0.00	$0.00
	Equipment Rental & Maintenance	$0.00	$0.00	$0.00
	Printing & Publications	$0.00	$0.00	$0.00
	Travel/ Conferences & Meetings[2]	$0.00	$0.00	$0.00
	Interest [2]	$0.00	$0.00	$0.00
	Insurance	$0.00	$0.00	$0.00
	Specific Assistance To Individuals[2]	$0.00	$0.00	$0.00
	Depreciation [2]	$0.00	$0.00	$0.00
	Other Non-Personnel [2]	$0.00	$0.00	$0.00
	Capital Purchase [2]	$0.00	$0.00	$0.00
	Indirect Cost (% and method)	$0.00	$0.00	$0.00
	In-Kind Expense	$0.00	$0.00	$0.00
	GRAND TOTAL	$7,300.00	$0.00	$7,300.00

[1] Each expense object line-item is defined by the U.S. OMB's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart E Cost Principles (posted on the Internet at: https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E) and CPO Policy 2013-007 (posted online at https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/library-.html).

[2] Applicable detail follows this page if line-item is funded.

ATTACHMENT 2 (continued)

GRANT BUDGET LINE-ITEM DETAIL

(BUDGET PAGE 2)

SALARIES								AMOUNT
SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT ROW AS NECESSARY)		x		x		+		(Longetivity, if applicable)	$0.00
ROUNDED TOTAL									$0.00

PROFESSIONAL FEE/ GRANT & AWARD	AMOUNT
Engineering Consultant - Feasibility Analysis of projects stemming from East Columbia convening meeting and/or subarea plan preparation	$7,300.00
ROUNDED TOTAL	$7,300.00

TRAVEL/ CONFERENCES & MEETINGS	AMOUNT
	$0.00
ROUNDED TOTAL	$0.00

INTEREST	AMOUNT
SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT ROW AS NECESSARY)	$0.00
ROUNDED TOTAL	$0.00

SPECIFIC ASSISTANCE TO INDIVIDUALS	AMOUNT
SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT ROW AS NECESSARY)	$0.00
ROUNDED TOTAL	$0.00

DEPRECIATION	AMOUNT
SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT ROW AS NECESSARY)	$0.00
ROUNDED TOTAL	$0.00

OTHER NON-PERSONNEL	AMOUNT
SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT ROW AS NECESSARY)	$0.00
ROUNDED TOTAL	$0.00

CAPITAL PURCHASE	AMOUNT
SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT ROW AS NECESSARY)	$0.00
ROUNDED TOTAL	$0.00

ATTACHMENT 2

GRANT BUDGET

(BUDGET PAGE 5)

Healthy Built Environments				
APPLICABLE PERIOD: The grant budget line-item amounts below shall be applicable only to expense incurred during the period beginning July 1, 2025, and ending June 30, 2026.				
POLICY 03 Object Line-Item Reference	**EXPENSE OBJECT LINE-ITEM CATEGORY [1] (detail schedule(s) attached as applicable)**	**GRANT CONTRACT**	**GRANTEE PARTICIPATION**	**TOTAL PROJECT**
1	Salaries [2]	$0.00	$0.00	$0.00
2	Benefits & Taxes	$0.00	$0.00	$0.00
4, 15	Professional Fee/ Grant & Award [2]	$39,950.00	$0.00	$39,950.00
5	Supplies	$0.00	$0.00	$0.00
6	Telephone	$0.00	$0.00	$0.00
7	Postage & Shipping	$0.00	$0.00	$0.00
8	Occupancy	$0.00	$0.00	$0.00
9	Equipment Rental & Maintenance	$0.00	$0.00	$0.00
10	Printing & Publications	$750.00	$0.00	$750.00
11, 12	Travel/ Conferences & Meetings [2]	$2,000.00	$0.00	$2,000.00
13	Interest [2]	$0.00	$0.00	$0.00
14	Insurance	$0.00	$0.00	$0.00
16	Specific Assistance To Individuals [2]	$0.00	$0.00	$0.00
17	Depreciation [2]	$0.00	$0.00	$0.00
18	Other Non-Personnel [2]	$0.00	$0.00	$0.00
20	Capital Purchase [2]	$0.00	$0.00	$0.00
22	Indirect Cost (% and method)	$0.00	$0.00	$0.00
24	In-Kind Expense	$0.00	$0.00	$0.00
25	**GRAND TOTAL**	$42,700.00	$0.00	$42,700.00

[1] Each expense object line-item is defined by the U.S. OMB's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart E Cost Principles (posted on the Internet at: https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E) and CPO Policy 2013-007 (posted online at https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/library-.html).

[2] Applicable detail follows this page if line-item is funded.

ATTACHMENT 2 (continued)

GRANT BUDGET LINE-ITEM DETAIL

(BUDGET PAGE 6)

SALARIES									AMOUNT
SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT ROW AS NECESSARY)		x		x		+		(Longetivity, if applicable)	$0.00
ROUNDED TOTAL									$0.00

PROFESSIONAL FEE/ GRANT & AWARD	AMOUNT
Engineering Consultant - Feasibility Analysis of projects stemming from East Columbia convening meeting and/or subarea plan preparation	$39,950.00
ROUNDED TOTAL	$39,950.00

TRAVEL/ CONFERENCES & MEETINGS	AMOUNT
East Columbia Convening Meeting - Attendee childcare and child entertainment	$1,500.00
East Columbia Convening Meeting - Food/catering costs	$500.00
ROUNDED TOTAL	$2,000.00

INTEREST	AMOUNT
SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT ROW AS NECESSARY)	$0.00
ROUNDED TOTAL	$0.00

SPECIFIC ASSISTANCE TO INDIVIDUALS	AMOUNT
SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT ROW AS NECESSARY)	$0.00
ROUNDED TOTAL	$0.00

DEPRECIATION	AMOUNT
SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT ROW AS NECESSARY)	$0.00
ROUNDED TOTAL	$0.00

OTHER NON-PERSONNEL	AMOUNT
SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT ROW AS NECESSARY)	$0.00
ROUNDED TOTAL	$0.00

CAPITAL PURCHASE	AMOUNT
SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT ROW AS NECESSARY)	$0.00
ROUNDED TOTAL	$0.00

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Lauryn Shockey, Engineering Associate, lshockey@columbitn.gov, 931.560.1529

AGENDA ITEM TITLE: APPROVE AND AUTHORIZE THE MAYOR TO EXECUTE AN AGREEMENT WITH ALFRED BENESCH & COMPANY FOR PROFESSIONAL CONSULTANT ENGINEERING TO PROVIDE SERVICES RELATED TO THE CITY OF COLUMBIA'S PAVEMENT MANAGEMENT AND PRESERVATION PROGRAM IN AN AMOUNT TO NOT EXCEED $145,680, AND AUTHORIZE THE MAYOR TO ENTER INTO A SOFTWARE AGREEMENT WITH CITYLOGIX IN AN AMOUNT NOT TO EXCEED $18,900. - DEVELOPMENT SERVICES

RECOMMENDATION: Approve.

INFORMATION: The Development Services Department issued and publicized a Request for Proposals, receiving submissions on October 28, 2025, from consulting engineers to offer services pertaining to the City of Columbia's Pavement Management and Preservation Program.

This project addresses a recurring strategic plan goal for upgraded streets, improved transportation system. All city streets will be evaluated, rated, mapped, and a plan developed to determine the best pavement treatment options to most economically address the City of Columbia pavement management goals. Alongside the Benesch agreement, there is also an initial software fee of $18,900 for the first year with Citylogix followed an annual fee of $11,400 for each year after.

The City evaluated thirteen (13) RFQ proposals and wishes to enter into agreement with Alfred Benesch & Company for the proposed program.

CERTIFICATION: The Chief Financial Officer certifies that $164,580 is budgeted and unencumbered in the General Fund - Street Paving.

ATTACHMENTS: Pavement Management and Preservation Program - Staff Report, Alfred Benesch & Company Consulting Services Agreement, Request for Proposals.

CONSULTING SERVICES AGREEMENT

Client: City of Columbia, TN	**Project Name: ("Project")** Columbia Pavement Management and Preservation
Address: 700 N Garden Street Columbia, TN 38401	**Project Location:** Columbia TN City wide Columbia TN 38401
Telephone: 931-560-1560	
Client Contact: Glenn Harper	**Consultant PM:** Brian Ralstin
Client Job No.: _____	**Consultant Job No.:** 1126-600033.00

This agreement ("Agreement") is made by and between City of Columbia, TN ("Client") and Alfred Benesch & Company ("Consultant") (singularly, each may be referred to as "Party," and collectively, as "Parties") on effective date ("Effective Date"), for certain professional consulting services requested by Client in connection with the Project as specified herein. Consultant agrees to provide Client with the services ("Services") more specifically described as follows (or shown in Attachment A):

Services Description

The General Terms and Conditions and the following Attachments are hereby made a part of this Agreement:

Exhibit A: Scope of Services

By signing this Agreement, Client acknowledges that it has read and fully understands this Agreement and all Attachments thereto. Client further agrees to pay Consultant for the Services in accordance with the Method of Payment selected below:

X By Time and Materials not to exceed: $145,680 (see Exhibit B Fee Schedule)

IN WITNESS WHEREOF, the Parties hereto have made and executed this Agreement as of the Effective Date:

City of Columbia, TN

BY: _____
AUTHORIZED REPRESENTATIVE

PRINT NAME: _____

TITLE: _____

DATE: _____

Alfred Benesch & Company

BY: _____
AUTHORIZED REPRESENTATIVE

PRINT NAME: Sammie McCoy

TITLE: TN Division Manager

DATE: 2/26/2026

BENESCH OFFICE: Franklin, TN
ADDRESS: 574 Franklin Rd. Suite 300, Franklin, TN 37069

PLEASE SIGN AND RETURN ONE COPY TO ALFRED BENESCH & COMPANY (ADDRESS ABOVE).

Approved as to Legal Form:

Jake Hubbell, City Attorney

benesch

GENERAL TERMS AND CONDITIONS

SECTION 1 – Services by Consultant

1.1 Scope of Services and Fees

The Services to be performed by Consultant and the associated fee are set forth on the signature page or in Attachment A, Scope of Services and Fee Estimate, attached hereto, or, if applicable, by using serially numbered Work Authorizations. The Scope of Services and Fee Estimate is valid for sixty (60) days, after which Consultant reserves the right to revise the Scope of Services and Fee Estimate.

It is mutually understood that Consultant's fee is not a firm contractual amount, except the total fee by Consultant shall not be exceeded unless authorized in writing by Client. The intent of the Scope of Services is to identify the Services to be provided by Consultant; provided, however, it is specifically understood that by written notice to Consultant, Client can decrease or, with concurrence of Consultant, increase the Scope of Services.

SECTION 2 – Payments to Consultant

2.1 Method of Payment

Payment for the Services and direct expenses shall be based on the Method of Payment identified on the signature page to this Agreement or serially numbered Work Authorizations attached hereto and made a part of this Agreement.

2.2 Payment for Consultant's Services

2.2.1 Payment

Payment for the Services rendered by Consultant shall be based on the hours of chargeable time and in accordance with Consultant's Schedule of Unit Rates, Attachment B, attached hereto.

2.2.2 Chargeable Time

Chargeable time for the Services is that portion of time devoted by Consultant's personnel to provide the Services. Chargeable time for field personnel located away from Consultant's office for more than one week is a minimum of eight (8) hours per day and five (5) days per calendar week, except for Consultant observed legal holidays or during an employee's sick leave or vacation time. Travel time from Consultant's office to an assigned Project site, and return to Consultant's office, is chargeable time; or, if more economical for Client, Consultant shall lodge its personnel overnight near the Project site in lieu of traveling back to Consultant's office at the end of each work day.

2.2.3 Overtime Rates

The basis for payment to Consultant for each hour worked in excess of forty (40) hours in any calendar week shall be the applicable hourly rate as specified in the Schedule of Unit Rates.

2.3 Payment for Direct Expenses

2.3.1 Payment

For Direct Expenses incurred by Consultant, payment to Consultant by Client shall be in accordance with Consultant's Schedule of Unit Rates.

2.3.2 Direct Expenses

For the purposes of this Agreement, Direct Expenses to be contracted and managed by Consultant and payable by Client to Consultant shall include: Outside Services including the services and reimbursable expenses for firms other than Consultant which are necessary for the Services Consultant is to perform; Laboratory Tests and related reports necessary for the Services Consultant is to perform, either by Consultant or by an outside service for Consultant; Special Equipment expenses including the costs of Consultant locating, acquiring, leasing, or renting any equipment or facilities not currently owned, leased, or rented by Consultant at the time of the request for services which are necessary to enable Consultant to provide the Services; vehicles furnished by Consultant for Consultant's authorized travels and for Consultant's field personnel; Per Diem expense or actual costs of maintaining Consultant's field personnel on or near the Project site, for each day of field assignment away from Consultant's office; and Other Direct Expenses associated with all Services provided hereunder and identified in the Schedule of Unit Rates.

2.4 Payment Conditions

2.4.1 Consultant shall submit monthly invoices for all Services rendered and Direct Expenses under this Agreement and a final invoice upon completion of the Services.

2.4.2 Invoices are due and payable upon receipt by Client. Interest at a rate of 1.5% per month, or the maximum allowed by law, will be charged on all past due amounts starting thirty (30) days after the date of invoice. Payments will first be credited to interest and then to principal.

2.4.3 In the event of a disputed or contested invoice, Client must provide written notice to Consultant within ten (10) days of the date of any invoice, otherwise the invoice will be considered to be correct. In the event Client timely submits in writing a dispute on a particular invoice, only that portion so contested will be withheld from payment and Client will pay the undisputed portion. No interest will accrue on any reasonably contested portion of the invoice until mutually resolved.

2.4.4 If Client fails to make payment in full to Consultant of amounts owed pursuant to this Section 2 within forty-five (45) days of the date of the invoice, Consultant may, after giving seven (7) days' written notice to Client, suspend the Services under this Agreement until paid in full, including interest. Consultant shall have no liability to Client for delays or damages caused by such suspension of the Services. Client agrees to pay all costs of collection, including reasonable attorney's fees, incurred by Consultant as a result of Client's failure to make payments in accordance with this Agreement. No final plans, documents or reports will be released for any purpose until Consultant has been paid in full.

2.4.5 The hourly rates specified in the Schedule of Unit Rates for subsequent years shall be adjusted annually in accordance with Consultant's costs of doing business, subject to Client's review and concurrence.

SECTION 3 - Term of Agreement

3.1 Term

The Parties obligations to perform under this Agreement shall extend from the Effective Date set forth on the signature page until terminated by either Party.

3.2 Abandonment of Services

Client shall have the absolute right to abandon any Services in Attachment A, or any Work Authorization attached hereto, or to change the general scope of the Services at any time, and such action on its part shall in no event be deemed a breach of contract.

3.3 Termination of Agreement

3.3.1 Termination for Cause

Either Party may terminate this Agreement for cause upon written notice to the defaulting Party stating the basis for the termination; provided, however, the defaulting Party shall have seven (7) days to cure the default. The termination will be effective seven (7) days after delivery of the written notice if the basis for the termination has not been cured. In the event of termination by Consultant caused by Client's default, Client shall pay for all Services performed by Consultant prior to the effective date of the termination, including all Project termination expenses, collection fees, and legal expenses. Consultant shall prepare a progress report, including information as to all the Services performed by Consultant and the status of the Services as of the date of the termination, and provide information and documents developed under the terms of this Agreement to Client upon receipt of final payment. In the event of termination by Client caused by Consultant's default, Consultant shall prepare a progress report, including information as to all the Services performed by Consultant and the status of the Services as of the date of the termination and provide information and documents developed under the terms of this Agreement to Client. Upon receipt of all other information and documents, Client shall pay Consultant for all Services performed prior to the effective date of the termination.

3.3.2 Termination for Convenience

Either Party may, in its sole discretion, terminate this Agreement for convenience at any time. In the event of such termination, the terminating Party will promptly notify and confirm the termination in writing to the other Party. The termination will be effective seven (7) days after delivery of written notice thereof. Upon termination, Consultant shall prepare a progress report, including information as to all the Services performed by Consultant and the status of the Services as of the date of the termination, and provide information and documents developed under the terms of this Agreement to Client upon receipt of final payment from Client.

3.4 Payment for Services Upon Abandonment or Agreement Termination

If Client abandons any of the Services in Attachment A or any Work Authorization attached hereto, or terminates this Agreement, Consultant shall be paid on the basis of Services completed to the date of abandonment or effective date of termination. Consultant shall perform no activities other than reasonable wrap-up activities after receipt of notice of abandonment or termination. Payment for the Services completed shall be made in accordance with Section 2.

3.5 Liability for Incomplete Documents

Neither Consultant nor its subconsultants shall be responsible for any errors or omissions in documents which are incomplete as the result of an early termination under this Agreement.

SECTION 4 - General Considerations

4.1 Assignment and Responsibility for Personnel

4.1.1 The assignment of personnel and all phases of the Services provided by Consultant hereunder shall be subject to the oversight and general guidance of Client.

4.1.2 While upon the premises of Client or property under Client's control, all employees, agents, and subconsultants of Consultant shall be subject to Client's rules and regulations respecting Client's property and the conduct of its employees thereon.

4.1.3 Consultant understands and agrees that in the performance of the Services and obligations hereunder, Consultant shall be and remain an independent Consultant and that the employees, agents and subconsultants of Consultant shall not be considered employees of or subject to the direction and control of Client. Consultant shall be responsible

for the supervision and performance of all subconsultants which are to perform hereunder.

4.2 Insurance

4.2.1 Consultant shall furnish Client a certificate of insurance upon request showing amounts and types of insurance carried by Consultant, which certificate shall contain a commitment by Consultant's insurance provider that during the time any Services are being performed by Consultant under this Agreement it will give Client notice of cancellation or non-renewal of any insurance coverage shown on such certificate in accordance with policy provisions.

4.2.2 Any construction contracts relative to Consultant's Services shall require Client and Consultant be included as additional insureds on the contractor's and contractor's subcontractors' commercial general liability and commercial automobile liability insurance policies and that the coverage afforded Client and Consultant is primary to any insurance maintained by Client or Consultant and that Client and Consultant's insurance is non-contributory with any coverage afforded by contractor and subcontractors. Client will also require contractor and all subcontractors to purchase and maintain workers' compensation and employer's liability insurance. Consultant will name Client as an additional insured on Consultant's commercial general liability insurance policy.

4.3 Successors and Assigns

4.3.1 Client and Consultant each binds itself and its partners, successors, executors, administrators, assigns, and legal representatives to the other Party to this Agreement and to the partners, successors, executors, administrators, assigns, and legal representatives of such other Party, in respect to all covenants, agreements, and obligations of this Agreement.

4.3.2 Neither Consultant nor Client shall assign or transfer any rights under or interest in (including, but without limitation, moneys that may become due or moneys that are due) this Agreement without the written consent of the other Party, except as stated in paragraph 4.3.1 and except to the extent that the effect of this limitation may be restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement. Nothing contained in this paragraph shall prevent Consultant from employing such independent consultants, associates, and subconsultants as it may deem appropriate to assist in the performance of the Services hereunder.

4.3.3 Nothing herein shall be construed to give any rights or benefits hereunder to anyone other than Client and Consultant except as otherwise provided herein.

4.4 Compliance with Law

4.4.1 Consultant shall exercise the professional Standard of Care as defined herein to comply with, and shall cause its subconsultants to comply with, applicable and non-conflicting federal, state, and local laws, orders, rules, and regulations in effect at the time the Services are rendered and relating to Consultant's performance of the Services hereunder. If any discrepancy or inconsistency should be discovered between the specifications established for the Services and any law, order, rule, regulation, ordinance, or decree applicable to the Services, Consultant will immediately report such discrepancy or inconsistency to Client and will conform the Services to any orders or instructions issued by Client. If the Scope of Services requires Consultant to prepare an application for a permit, Consultant does not represent or warrant that said permit or approval will be issued by any governmental body.

4.4.2 Consultant hereby affirms its support of anti-discrimination and that it is an equal opportunity employer and complies with Title VII of the Civil Rights Act of 1964, and the provisions of Section 503 of the Rehabilitation Act of 1973; Section 4212 of the Vietnam Era Veterans Readjustment Act of 1974; 41 CFR Part 60, specifically subparts 60-1.4, 60-250.5, 60-300.5, 60-741.2, and 60-741.5; and other applicable regulations and orders of the Department of Labor relating thereto. All such regulations are incorporated herein by reference and made a part of this Agreement as if set forth in their entirety. Consultant further affirms that it and its subconsultants shall abide by the requirements of 41 CFR 60-1.4(a), 60-300.5(a) and 60-741.5(a). **These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities and prohibit discrimination against all individuals based on their race, age, height, weight, color, religion, sex, sexual preference/orientation, marital status, citizen status, ancestry, or national origin. Moreover, these regulations require that covered consultants and subconsultants when making decisions regarding employment of qualified individuals and without regard to race, color, religion, sex, national origin, protected veteran status, or disability.** Additionally, Consultant affirms it is its policy to treat employees equally with respect to compensation, advancement, promotions, transfers, and all other terms and conditions of employment and that minorities will be afforded full opportunity to submit a proposal and will not be discriminated against on the basis of race, color, or national origin in consideration for an award. Consultant further affirms completion of applicable governmental employer information reports, including

EEO-1 and VETS-100 reports.

4.4.3 Consultant certifies that it agrees to use the E-Verify Program, operated by the Department of Homeland Security (DHS) in partnership with the Social Security Administration (SSA), to verify that all persons it hires during the term of this Agreement are legally present and authorized to work in the United States. Consultant further acknowledges that failure to comply with the laws referenced herein shall constitute a material breach of this Agreement and Client shall have the discretion to unilaterally terminate said Agreement immediately. In the event any Services are sublet, Consultant shall obtain similar certifications from each subconsultant.

4.4.4 Consultant shall maintain a drug-free workplace in accordance with the provisions of the Drug Free Workplace Act of 1988.

4.5 Ownership and Reuse of Documents

4.5.1 All drawings, specifications, test reports, and other materials and work products which have been prepared or furnished by Client prior to this Agreement shall remain Client's property. Consultant shall be permitted to rely on Client furnished documents and Client shall make available to Consultant copies of these materials as necessary for Consultant to perform the Services.

4.5.2 All drawings, specifications, test reports, and other materials and work products, including computer aided drawings, designs, and other data filed on electronic media which will be prepared or furnished by Consultant (and Consultant's independent professional associates and subconsultants) under this Agreement, are instruments of service in respect to the Project. Ownership of the instruments of service shall transfer to Client upon Consultant's receipt of payment in full for all Services completed under this Agreement. Notwithstanding the foregoing, all Consultant pre-existing materials, including pre-existing details, specifications, software, inventions, copyrights, patents, trade secrets, trademarks and other proprietary rights, including ideas, concepts and knowhow of Consultant that existed before the commencement of the Services and which are included in any instruments of service generated by Consultant under this Agreement (collectively, the "Pre-Existing Materials"), shall remain the property of Consultant. Consultant grants to Client (as an exception to the transfer and assignment provided in this Agreement) a non-exclusive, world-wide, royalty-free right and license to use the Pre-Existing Materials for completion of the Project.

4.5.3 Any instruments of service are not intended or represented to be suitable for reuse by Client or others acting on behalf of Client on extensions of the Project or on any other project. Any reuse without written verification or adaptation by Consultant for the specific purpose intended will be at Client's sole risk and without liability or legal exposure to Consultant or to Consultant's independent professional associates or subconsultants, and Client shall indemnify and hold harmless Consultant and Consultant's independent professional associates and subconsultants from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting therefrom. Any verification or adaptation by Consultant will entitle Consultant to further compensation at rates to be agreed upon by Client and Consultant.

4.5.4 Consultant makes no warranty as to the compatibility of computer data files with computer software and software releases other than that used by Consultant in performing the Services, and to the condition or availability of the computer data after an acceptance period of thirty (30) days from delivery to Client.

4.6 Consultant's Personnel at Project Site

4.6.1 The presence or duties of Consultant personnel at a Project site, whether as onsite representatives or otherwise, do not make Consultant or its personnel in any way responsible for those duties that belong to Client and/or the construction contractors or other entities, and do not relieve the construction contractors or any other entity of their obligations, duties, and responsibilities, including, but not limited to, all construction methods, means, techniques, sequences, and procedures necessary for coordinating and completing all portions of the construction work in accordance with the Project documents and any health or safety precautions required by such construction work. Consultant and its personnel have no authority to exercise any control over any construction contractor or other entity or their employees in connection with their work or any health or safety precautions and have no duty for inspecting, noting, observing, correcting, or reporting on health or safety deficiencies of the construction contractor or other entity or any other persons at the site except Consultant's own personnel.

4.6.2 To the extent Consultant's Scope of Services includes construction observation, Consultant shall keep Client reasonably informed about the progress and quality of the portion of the construction work completed, and report to Client (1) known deviations from the Project documents and from the most recent construction schedule submitted by the contractor, and (2) defects and deficiencies observed in the construction work. Consultant neither guarantees the performance of the contractor(s) nor assumes responsibility for contractor(s)' failure to perform their work in accordance with the Project documents.

4.7 Opinions of Costs, Financial Considerations, and Schedules

In providing opinions of cost, financial analyses, economic feasibility projections, and schedules for the Project, Consultant has no control over the cost of labor, materials, equipment, or services furnished by others, or over the contractor(s)' methods of determining prices, or over competitive bidding or market conditions. Consultant's opinions of probable Total Project Costs and Construction Costs provided for herein, as appropriate, are made on the basis of Consultant's experience and qualifications and represent Consultant's judgments as an experienced and qualified professional consultant familiar with the construction industry. Consultant makes no warranty, express or implied, that Client's actual Total Project or Construction Costs, financial aspects, economic feasibility, or schedules will not vary from Consultant's opinions, analyses, projections, or estimates. If Client wishes greater assurance as to any element of the Total Project or Construction Costs, feasibility, or schedule, Client will employ an independent cost estimator, contractor, or other appropriate advisor.

4.8 Discovery of Unanticipated Pollutant and Hazardous Substance Risks

4.8.1 If Consultant, while performing the Services, discovers pollutants and/or hazardous substances that pose unanticipated risks, it is hereby agreed that the scope of services, schedule, and the estimated cost of Consultant's Services will be reconsidered and that this Agreement shall immediately become subject to renegotiation or termination.

4.8.2 In the event this Agreement is terminated because of the discovery of pollutants and/or hazardous substances posing unanticipated risks, it is agreed that Consultant shall be paid for its total charges for labor performed and reimbursable charges incurred to the date of termination of this Agreement, including, if necessary, any additional labor or reimbursable charges incurred in demobilizing.

4.8.3 Client also agrees that the discovery of unanticipated pollutants and/or hazardous substances may make it necessary for Consultant to take immediate measures to protect health and safety. Consultant agrees to notify Client as soon as practically possible should unanticipated pollutants and/or hazardous substances be suspected or encountered. Client authorizes Consultant to take measures that, in Consultant's sole judgment, are justified to preserve and protect the health and safety of Consultant's personnel and the public. Client agrees to compensate Consultant for any additional costs for taking such additional precautionary measures to protect employees' and the public's health and safety. This section is not intended to impose upon Consultant any duties or obligations other than those imposed by law.

SECTION 5 - Professional Responsibility

5.1 Performance of Services

Consultant shall perform the Services consistent with the professional skill and care ordinarily provided by firms practicing in the same or similar locality under the same or similar circumstances (hereinafter the "Standard of Care"). Consultant expressly disclaims all express or implied warranties and guarantees with respect to the performance of the Services, and it is agreed that the quality of the Services shall be judged solely as to whether the Services were performed consistent with the Standard of Care. Consultant owes Client only that level of performance defined in this Section 5.1, and nothing herein shall be construed as creating a fiduciary relationship.

If at any time prior to construction Client believes the Services are deficient due to not meeting the Standard of Care, Client must immediately inform Consultant in writing and shall afford Consultant the opportunity to correct such deficiency. If, upon review by Consultant, it is determined there is a deficiency that fails to meet the Standard of Care and it is attributable to Consultant, the deficiency shall be corrected at no additional cost to Client.

5.2 Limitation of Liability

Client and Consultant agree to allocate certain of the risks so that, to the fullest extent permitted by law, Consultant's total liability to Client is limited to the amount paid under the contract or $50,000, whichever is greater, this being the Client's sole and exclusive remedy for any and all injuries, damages, claims, losses, expenses, or claim expenses (including attorney's fees) arising out of this Agreement from any cause or causes. Such causes include, but are not limited to, Consultant's negligence, errors, omissions, strict liability, breach of contract, or breach of warranty.

5.3 No Special or Consequential Damages

Client and Consultant agree that, to the fullest extent permitted by law, neither Party shall be liable to the other Party for any special, indirect; or consequential damages whatsoever, whether caused by either Party's negligence, errors, omissions, strict liability, breach of contract, breach of warranty, or other cause or causes.

5.4 Indemnification

5.4.1 Professional Liability

Consultant shall indemnify and hold harmless Client, its officers, directors, and employees, from and against all judgments, losses, damages, costs, and expenses (including reasonable

attorney's fees) (hereinafter collectively referred to as "Liabilities"), to the extent caused by any Negligent Acts, Errors, or Omissions by Consultant or any person or organization for whom Consultant is legally liable in the performance of Professional Services under this Agreement. For purposes of this professional liability indemnification obligation, (a) Professional Services in this subsection 5.4.1 shall mean those services performed by a licensed professional employed by Consultant or any person or organization for whom Consultant is legally liable, and (b) Negligent Acts, Errors, or Omissions shall mean any negligent acts, errors, or omissions in the performance of Professional Services by Consultant or any person or organization for whom Consultant is legally liable that causes Liabilities and fails to meet the Standard of Care.

5.4.2 General Liability

Consultant shall indemnify, defend, and hold harmless Client, its officers, directors, and employees, from and against all demands, claims, losses, damages, costs, and expenses (including reasonable attorney's fees), due to bodily injury (including death) or property damage to the extent caused by any negligent acts, errors, or omissions by Consultant or any person or organization for whom Consultant is legally liable.

5.4.3 Limitation of Liability

Consultant's Professional Liability and General Liability indemnification obligations shall be subject to any limitations of liability contained in this Agreement and shall survive any termination of this Agreement.

5.5 No Third Party Beneficiaries

Client and Consultant expressly agree that this Agreement does not confer upon any third party any rights as beneficiary to this Agreement. Consultant accepts no responsibility for damages, if any, suffered by any third party as the result of a third party's use of the work product, including reliance, decisions, or any other action taken based upon it.

Client agrees that Consultant's Services and work products are for the exclusive present use of Client. Client agrees that Consultant's compliance with any request by Client to address or otherwise release any portion of the work product to a third party shall not modify, rescind, waive, or otherwise alter provisions of this Agreement nor does it create or confer any third party beneficiary rights on any third party.

SECTION 6 - Miscellaneous Provisions

6.1 Notices

Any notice to either Party herein shall be in writing and shall be served either personally or by registered or certified mail addressed to the signing Party shown on the signature page.

6.2 Joint Preparation

For purposes of contract interpretation and for the purpose of resolving any ambiguity in this Agreement, the Parties agree that this Agreement was prepared jointly by them and/or their respective attorneys.

6.3 Headings

Headings used in this Agreement are for the convenience of reference only and shall not affect the construction of this Agreement.

6.4 Severability

If any of the provisions contained in this Agreement are held for any reason to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability will not affect any other provision, and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

6.5 Dispute Resolution

If negotiation in good faith fails to resolve a dispute within thirty (30) days of written notice of the dispute by either Party, then the Parties agree that, with the exception of claims that are subject to the applicable venue's small claims court jurisdiction, each dispute, claim or controversy arising from or related to this Agreement or the relationships which result from this Agreement shall be subject to mediation as a condition precedent to initiating legal or equitable actions by either Party. Unless the Parties agree otherwise, the mediation shall be in accordance with the Commercial Mediation Procedures of the American Arbitration Association then currently in effect. A request for mediation shall be filed in writing with the American Arbitration Association and the other Party. No legal or equitable action may be instituted for a period of ninety (90) days from the filing of the request for mediation unless a longer period of time is provided by agreement of the Parties. Cost of mediation shall be shared equally between the Parties and shall be held in a location mutually agreed upon by the Parties. The Parties shall memorialize any agreement resulting from the mediation in a mediated settlement agreement, which agreement shall be enforceable as a settlement in any court having jurisdiction thereof.

During the pendency of any dispute, the Parties shall continue diligently to fulfill their respective obligations hereunder. Any dispute not resolved through mediation shall be subject to litigation in a court of competent jurisdiction in the state in which the Project is located.

6.6 Governing Law

This Agreement is to be governed by the laws of the jurisdiction in which the Project is located. For locations outside of the United States, this Agreement shall be governed by the laws of the State of Illinois.

6.7 Entire Agreement

This Agreement, along with those documents specified, attached, or hereby cited together, and serially numbered Work Authorizations if used, constitute the entire Agreement between the Parties and no changes, modifications, extensions, terminations, or waivers of this Agreement, or other documents, or any of the provisions herein, or therein contained, shall be valid unless made in writing and signed by duly authorized representatives of both Parties.

SUPPLEMENTAL CONDITIONS FOR SURVEY, ENVIRONMENTAL OR GEOTECHNICAL SERVICES

☐ ***Supplemental Condition is incorporated herein when the applicable box is checked.***

S.1 Location of Underground Utilities

It shall be Client's responsibility to locate and physically mark all underground utilities and structures which lie within the work area prior to the start of subsurface investigations. If Client elects not to assume this responsibility, Client shall notify Consultant and shall compensate Consultant for all costs associated with locating and physically marking said underground utilities and structures over and above the estimated project fee. Client shall indemnify and hold Consultant harmless from any damages and delays resulting from unmarked or improperly marked underground utilities and structures. For reasons of safety, Consultant will not begin work until this has been accomplished.

S.2 Subsurface Investigations

In soils, foundation, groundwater, and other subsurface investigations, the actual characteristics might vary significantly between successive test points and sample intervals and at locations other than where observations, exploration, and investigations have been made. Because of the inherent uncertainties in subsurface evaluations, changed or unanticipated underground conditions may occur that could affect Project cost and/or execution. These conditions and cost/execution effects are not the responsibility of Consultant.

S.3 Disposition of Samples and Equipment

S.3.1 Disposition of Samples

No samples and/or materials will be kept by Consultant longer than thirty (30) days after submission of the final report unless agreed otherwise.

S.3.2 Hazardous or Potentially Hazardous Samples and Materials

In the event that samples and/or materials contain or are suspected to contain substances or constituents hazardous or detrimental to health, safety, or the environment as defined by federal, state, or local statutes, regulations, or ordinances, Consultant will, after completion of testing, return such samples and materials to Client, or have the samples and materials disposed of in accordance with Client's directions and all applicable laws. Client agrees to pay all costs associated with the storage, transportation, and disposal of samples and materials. Client recognizes and agrees that Consultant at no time assumes title to said samples and materials, and shall have no responsibility as a handler, generator, operator, transporter, or disposer of said samples and materials.

S.3.3 Contaminated Equipment

All laboratory and field equipment contaminated in Consultant's performance of services will be cleaned at Client's expense. Contaminated consumables will be disposed of and replaced at Client's expense. Equipment (including tools) which cannot be reasonably decontaminated shall become the property and responsibility of Client. At Client's expense, such equipment shall be delivered to Client, or disposed of in the same manner specified in S.3.2 above. Client agrees to pay Consultant the fair market value of any such equipment which cannot reasonably be decontaminated and is delivered to Client pursuant to this Agreement.

PAVEMENT MANAGEMENT AND PRESERVATION PROGRAM DEVELOPMENT

The City of Columbia (City) desires to employ the services of Benesch, and their subconsultant – Citylogix, to collect road surface data on 235 centerline miles and to develop a Pavement Management and Preservation Program based on the results of the analysis. A community education and engagement component and development of standard bid documents will be developed after pavement treatment methods are selected. A detailed scope of services and fee schedule for Citylogix to collect and process the road surface data is attached as Exhibit "C" and included in the overall scope of work.

TASK 1: PROJECT MANAGEMENT

a. **General Project Management**: This task includes effort for coordination of staff, invoices, and overall project management.

Deliverables: Monthly invoices with progress reports

b. **Meetings:** This task allows for up to 13 meetings with City staff throughout the project duration.

i. Eight (8) monthly progress meetings
ii. Three (3) planning and coordination meetings
iii. One (1) meeting to present pavement preservation options
iv. One (1) meeting to present scenario results

Meetings will have a virtual option for those unable to attend in person. Benesch will have 1 person attending in person at all meetings. Meeting agendas will be provided a minimum of 24 hours in advance of the meeting. Meeting minutes will be prepared following the meeting and distributed to attendees within two days of the meeting.

Deliverables: Meeting agendas and minutes

c. **Coordination with Citylogix:** This task includes effort to coordinate with Citylogix throughout data collection and processing.

d. **QA/QC:** This task includes effort to conduct internal quality reviews of the submittals included in scope.

TASK 2: COMMUNITY EDUCATION AND ENGAGEMENT

a. **Community Engagement:** This task includes development of educational materials regarding overall network condition, pavement preservation and rehabilitation methods, and summary of the Pavement Management Plan (PMP). It includes creation of up to four (4) single-page handouts covering topics determined by the City based on the data collected and analyzed by Benesch as part of this scope of services. Printing, if desired by the City, shall be performed by others.

Deliverables: Up to four (4) handouts in PDF format

TASK 3: PLANNING AND COORDINATION

a. **Establish Decision Tree:** This task includes researching up to three (3) total new pavement preservation methods that could be incorporated into the PMP. Current methods, such as reconstruction, mill and overlay, and crack sealing, will not be researched but included in the decision tree. Tasks would also include researching average unit prices, establishing Pavement Condition Index (PCI) break-points for

each treatment, and creation of two (2) decision trees, one for asphalt and one for concrete surfaced pavements.

Deliverables: Decision trees

TASK 4: PAVEMENT MANAGEMENT PROGRAM DEVELOPMENT

a. **Scenario Development:** This task will incorporate the City's segment prioritization preferences and creation of up to three (3) budget scenarios – a Short Term (5 year) scenario based on current budget; a Long Term (10 year) scenario based on current budget; and a performance-based scenario to achieve a targeted network-level PCI level.

b. **Scenario Running and Analysis:** This task will run all scenarios and develop a prioritized list and map of recommended projects for each scenario based on software recommendations, best practices for network pavement management, coordination with other work in the area, and community priorities. This includes up to one (1) revision per scenario based upon City feedback.

Deliverables: Prioritized project lists and maps for each of the three (3) scenarios

TASK 5: STANDARDIZED PROJECT DOCUMENTS

a. **Standard Plans:** This task includes the creation of up to three (3) standard plan sheets as needed for the selected pavement treatment methods for use in project bid documents. It is assumed any details provided will be consistent with or similar to regional or industry-accepted practices for approach and content.

Deliverables: Three (3) standard plan sheets in AutoCAD format

b. **Standard Specifications:** This task includes the creation of up to three (3) standard specifications as needed for the selected pavement treatment methods for use in project bid documents.

Deliverables: Three (3) standard specifications in Word format

c. **Review Existing Contract Documents:** This task includes review of the current pavement reconstruction, rehabilitation, and preservation bid provisions and technical specs and making update recommendations. Documents to be provided by the City in Word (.doc or .docx format) with proposed comments or changes by Benesch to be provided using tracked changes tools for review and comment or approval by the City.

Deliverables: Review of existing paving project contract documents and three existing (3) technical specifications in Word format.

TASK 6: FINAL DOCUMENTATION

a. **Draft PMP Report:** This task includes summarizing the following items into a comprehensive report:
   i. Data collection methodology
   ii. Current network condition
   iii. Citylogix customization to implement Tasks 3 and 4.
   iv. Scenarios analyzed and budget allocations to achieve scenario results
   v. Prioritized projects for each requested scenario (map and list)

Deliverables: Draft final report will be provided in PDF format

b. **Final PMP Report:** Following review by the City and receipt of comments on the Draft Final PMP Report, the Final PMP Report will be prepared and submitted to the City in PDF format.

Deliverables: Final report will be provided in PDF format

c. **Presentation of Final PMP Report:** This task includes one (1) presentation of the project findings and recommendations to local elected officials. It is assumed this presentation is for clarity and to allow questions on the final plan and no changes will be required following this presentation.

Deliverables: Presentation materials in PDF format

ITEMS NOT INCLUDED IN THE SCOPE OF ENGINEERING SERVICES

The following items are identified as not required, not applicable, or not to be performed by Benesch during this project:

a. Manual inspection of streets
b. Design plans for proposed projects
c. Citylogix subscription (estimate provided by Citylogix but not included in contract not to exceed fee)
d. Printing of deliverables
e. Identification and preparation of grant/funding applications to be scoped and scheduled at a later date based on the number of applicable grant programs and applications to be completed.

ITEMS TO BE PROVIDED BY CITY

The City agrees to provide the following necessary for completion of the proposed project as follows:

a. Furnish all available information to Benesch, including GIS street layer, any available project costs for recently completed projects, and scheduled projects in a format that allows for electronic copying or manipulation, if applicable.
b. Review reports, plans, etc. and furnish approval or instructions for change.

COMPENSATION

Compensation for professional services related to the scope of services shall be on an hourly rate basis. Individual hourly billing rates shall be determined using a 3.0 multiplier of the actual direct labor cost, including any premium overtime costs incurred. Direct expenses, including subconsultants, shall be reimbursed at actual or industry-accepted cost unless specific reimbursement rates are indicated. Subconsultant rates shall be as identified in the approved fee estimate. Benesch shall submit regular invoices for work completed. Travel from outside the state is not anticipated and, if required, it will be in addition to the not to exceed total price stated above. A detailed estimated of the fee is provided in Exhibit "B".

The total maximum not to exceed budget amount is $145,680.00.

SCHEDULE

Task	Start	End
Notice to Proceed	April	
Planning and Coordination	April	June
Standardized Project Documents	June	July
Data Collection, Analysis, and Mapping	April	August
Pavement Management Program Development	June	September
Final Documentation	September	December
Community Education and Engagement	November	December
Software Implementation and Training to City	December	

Note: Identification and preparation of grant/funding applications to be scoped and scheduled at a later date based on the number of applicable grant programs and applications to be completed.

OUR APPROACH

Citylogix offers a technology-based pavement management approach that supports continuous, objective monitoring of roadway conditions. We have established a proven process to scan, process, visualize, and manage transportation infrastructure data with a high degree of accuracy and consistency. Regular pavement assessments allow City officials to identify maintenance needs early, prioritize improvements, and plan long-term capital investments. Timely maintenance based on accurate assessments helps extend pavement life and reduce long-term rehabilitation costs.

The scope of work for this project will include:

- GIS review
- Road Data collection: vehicle survey of approximately 235 centerline miles of City-maintained roadways
- Inventory of all surface distresses as listed in Task 2
- 360° HD Imagery: our survey vehicles have a mounted 360° camera to capture geolocated 360° imagery.
- Deliverables
- Asset Management Software
- Software Training and Customer Support

SCOPE OF SERVICES

Project Initiation/Kick-off – The review and planning stage is crucial for establishing a solid foundation for the project. Citylogix will participate in a kickoff meeting with Benesch and City staff to confirm project goals, schedule, and deliverables. At this stage, Citylogix seeks a full knowledge transfer from City staff to ensure accurate route planning and proper data integration in subsequent tasks. Our team will meet virtually with Benesch and City staff to review the street network segmentation, project schedule, and any available pavement assessments or maintenance history.

The City will provide the existing GIS roadway centerline network upon notice-to-proceed followed by any available historical pavement condition or maintenance data to support project setup, analysis, and configuration.

Road Network Segmentation – Citylogix will verify the quality of the GIS roadway network provided by the City for the approximately 235 centerline miles included in this project. In collaboration with the City and Benesch, we will confirm roadway segmentation, typically defined from intersection to intersection. If a GIS roadway layer does not exist or requires revision, Citylogix can assist in creating or correcting it. *Any additional GIS production work performed by our team will be billed at the GIS Technician's hourly rate (currently $150/hr).*

Pavement Condition Data Collection – Citylogix will utilize a sensor and image-based data collection platform to automatically collect continuous road surface data. The system utilizes the following technologies:

- Surface imaging technology
- LiDAR technology
- 360° HD Imagery
- All systems and data streams will be GPS geotagged
- All survey work shall be performed on dry pavement and in lighting conditions that assure usable data

Data Processing and QA/QC – Citylogix will perform analysis and QA/QC of collected data based on industry standards. More on our QC approach on page 10. Citylogix shall use an equivalent Pavement Condition Index (PCI) (0-100 scale) based on the distresses present and their severity levels.

Enterprise Asset & Work Order Management Software – Citylogix software addresses current and long-term pavement management goals to determine the best management strategy based on the PCI value ranges and specific distress type and severity level. All results will be delivered in our GIS-based, software with the following capabilities:

- **Intuitive Interface –** Easy to use, with minimal training
- **Web-based –** The City will have easy access to its PCI data from anywhere via the internet.
- Mobile and Desktop Compatibility
- **Unlimited Licenses** – The City will be able to grant access to this software to as many users as desired.
- **Training** – Citylogix will conduct Staff training in the understanding and use of the software.
- **Zero-installation** – The City will not be required to install any software. It is accessible using common web browsers such as Google Chrome or Edge.
- **Imagery** – For every 20 ft of road, 360° panoramic imagery will be made available in the software.
- **Configurable** – The system will be configured based on the City's repair methods, budget, and management goals.
- **Centralized Management** – our system has real-time dashboards that provide a centralized and interactive means of monitoring assets, work orders, and performance metrics.
- **Visualization** – The PCI data, including pavement imagery and distress data, can be visualized in the software's GIS environment.
- **Automated notifications**
- **Data Exporting –** Citylogix also supports the ability to export data.
- **Network Segmentation/PCI Reporting** – Citylogix supports the ability to report PCI on customer-based segmentation.
- **Repair Planning and Prioritization** – The City of will be able to use the software to get repair recommendations and cost estimates for each road segment. Additionally, our software can prioritize repair projects in the City, or a specific area of the City based on PCI, configurable distress metrics, regional demographics, and available budget.
- **Budget Analysis –** Staff will be able to run different pavement management scenarios using different budgets. Our software supports the ability to download these scenarios in addition to adding them to the software as additional layers for further scrutiny.
- **Additional Assets** – Citylogix software supports the capability of adding and managing other assets the City might want to add, including but not limited to, traffic signs, pavement markings, sidewalks, and others.
- **Detailed Reporting & Analytics** – Using the software, the City of will be able to generate budgetary analysis, funding scenarios, and final reports, including PCI reports, maintenance and rehabilitation reports, maintenance and rehabilitation distribution, budgetary needs, budget scenario reports and maintenance backlog summaries.
- **Integration with Municipal Systems.**
- **Deliverables –** Please refer to page 12.

OUR METHODOLOGY

TASK 1: DATA COLLECTION

Citylogix collects LiDAR/imagery data and utilizes 360° imaging technology to measure road defects, such as cracking, bumps, and potholes. The 360° HD imaging camera provides 10' of lateral road coverage and seamless road scanning in the direction of travel at speeds up to 65 mph, supplying imagery of the road surface and Right-of-Way assets. An Inertial Measurement Unit (IMU) enabled Global Navigation Satellite System (GNSS) position system provides position location, even in the event of intermittent GPS satellite coverage. Data collected is processed to assign an overall condition rating for each road (PCI). The rating ranges from 0-100, where 0 is the worst possible road, and 100 is the best. All systems and data streams will be GPS geotagged. All survey work shall be performed on dry pavement and in lighting conditions that assure usable data.

Distresses and Condition Rating – Data collected is reviewed by quality control (QC) technicians to locate distresses and information about the road that is used to determine the rating of the PCI per segment. The rating is calculated based on the quantity, type, and severity of distresses on a segment.

Sample Segments

Excellent
(86-100)

Good
(70-85)

Poor to Very Poor
(25-40)

Very Poor to Failed
(0-25)

Pavement Distress Definitions:

Surface types: asphalt, concrete, surface treated (as per asphalt guidelines)

Asphalt Pavement:

1.1. Crack-Alligator

A series of interconnected cracks caused by fatigue failure of the surface under repeated traffic loading. The cracks are many-sided, sharp-angled, and in a pattern resembling the back of an alligator.

Table I. Crack-alligator severity levels

Severity Description	Area of coverage within analysis-zone
Minor	1-25%
Medium	25-50%
Severe	50-100%

1.2. Bumpiness

Bumpiness is any unevenness in the road surface that can be felt by anyone riding in a vehicle over the road.

Table II. Bumpiness severity.

Severity Description	Area of coverage within analysis-zone
Minor	1-25%
Medium	25-50%
Severe	50-100%

1.3. Potholes

Potholes are bowl-shaped depressions on the pavement surface. They generally have sharp edges and vertical sides near the top of the hole.

Table III. Potholes severity.

Severity Description	Total diameter of all potholes in analysis-zone
Minor	4-8 in
Medium	8-18 in (1.5 ft)
Severe	Greater than 18 in (1.5 ft)

*** If the pothole has a diameter of less than 4 inches, then it would not be treated as a pothole.

1.4. Crack-Longitudinal & Transverse

Longitudinal cracks run parallel to the pavement's centerline. They may be caused by a poorly constructed paving lane joint; shrinkage of the surface due to low temperatures or hardening; or a reflective crack caused by cracks beneath the surface course, including cracks in concrete slabs (but not at concrete joints)

Transverse cracks extend across the pavement at approximately right angles to the pavement's center line or direction of lay down. In other words, they are perpendicular to the pavement's center line.

Table IV. Crack-longitudinal severity levels.

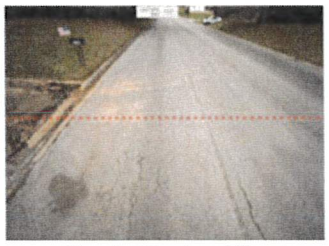
Severity Description	Total Length of Cracking
Minor	1 - 50 ft
Medium	50 - 100 ft
Severe	Greater than 100 ft

1.5. Crack-Block

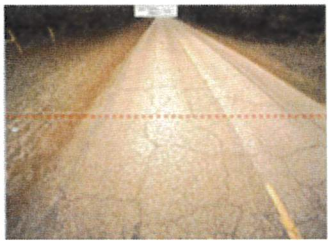
Block cracking is less dense than crack-alligator. Block cracking is a series of large (typically one foot or more), rectangular cracks on an asphalt pavement's surface. The cracks are interconnected with ~90-degree angles that divide the pavement up into rectangular pieces. This type of cracking typically covers large areas and may occur in areas where there is no traffic. Block cracking is typically caused by shrinkage of the asphalt pavement due to temperature cycles.

Table V. Crack-Block severity levels.

Severity Description	Total Length of Cracking
Minor	1 - 50 ft
Medium	50 - 100 ft
Severe	Greater than 100 ft

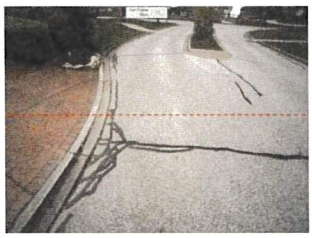

Crack-Block – Minor

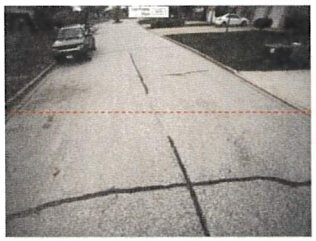
Crack-Block – Medium


Crack-Block – Severe

1.6. Crack-Seal

Crack seal products are used to fill individual pavement cracks to prevent entry of water or other non-compressible substances such as sand, dirt, rocks, or weeds. Only presence is marked.


Crack-Seal – Example 1


Crack-Seal – Example 2

1.7. Patches – Asphalt/Concrete

A patch is an area of pavement that has been replaced with new material to repair the existing pavement. A patch is considered a defect no matter how well it is performing (a patched area or adjacent area usually does not perform as well as an original pavement section).

Patches – Example 1

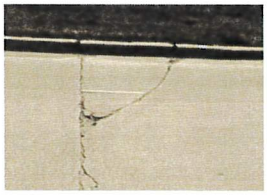
Patches – Example 2

Concrete Pavement:

1.8. Corner Break

A Crack that intersects the joints at a distance less than or equal to one-half the slab length on both sides, measured from the corner of the slab.

Severity: Depends on the crack width and the number of cracks in the area between the break and the joints


Corner Break – Example 1

Corner Break – Example 2

1.9. Durability / D Cracking

"D" cracking is caused by freeze-thaw expansion of the large aggregate which gradually breaks down the concrete. This distress usually appears as a pattern of cracks running parallel and close to a joint or linear crack. Since the concrete becomes saturated near joints and cracks, a dark-colored deposit can usually be found around fine "D" cracks. This type of distress may eventually lead to disintegration of the entire slab.

Severity: Depends on the area of cracks and how loose the pieces are.

D Cracking – Example 1

D Cracking – Example 2

1.10. Linear/Map Cracking, Crazing and Scaling

These cracks, which divide the slab into two or three pieces, usually are caused by a combination of repeated traffic loading, thermal gradient curling, and repeated moisture loading. (Slabs divided into four or more pieces are counted as divided slabs.) Hairline cracks that are only a few feet long and do not extend across the entire slab, are counted as shrinkage cracks.

Severity: Depends on the width of cracks, if they are filled or not and any case of faulting.

Fine, or hairline cracks that extend only through the upper surface of the concrete, referred to as map cracking/crazing and scaling, are also considered as same distress. The cracks tend to intersect at angles of 120. Map cracking or crazing is usually caused by over-finishing concrete and may lead to surface scaling, which is the breakdown of the slab surface to a depth of approximately ¼ to ½ inch (6 to 13 mm). Scaling also may be caused by deicing salts, improper construction, freeze-thaw cycles and poor aggregate.

1.11. Divided Slab/Punchout

Divided slab is divided by cracks into four or more pieces due to overloading, or inadequate support, or both. If all pieces or cracks are contained within a corner break, the distress is categorized as a severe corner break.

Levels of Severity for Divided Slab

Severity of the Majority of Cracks	Number of Pieces in Cracked Slab		
	4 to 5	6 to 8	More than 8
L	L	L	M
M	L	M	H
H	M	H	H

For Punchouts, the distress is a localized area of the slab that is broken into pieces. The punchout can take many different shapes and forms, but it is usually defined by a crack and a joint. The distance between the joint and the crack or two closely spaced cracks is 5 feet (1.5 m) wide. This distress is caused by heavy repeated loads, inadequate slab thickness, loss of foundation support, or a localized concrete construction deficiency, for example, honeycombing.

Levels of Severity for Punchouts

Severity of the Majority of Cracks	Number of Pieces		
	2 to 3	4 to 5	>5
L	L	L	M
M	L	M	H
H	M	H	H

Example Divided Slab

Example of Punchout

1.12. Joint/Corner Spalling

Joint spalling is the breakdown of the slab edges within 0.5 m (1.5 ft) of the joint. A joint spall usually does not extend vertically through the slab but intersects the joint at an angle.

Levels of Severity for Joint Spalling

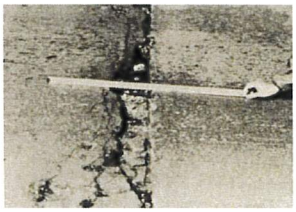
Spall Pieces	Width of Spall	Length of Spall <0.5 m (1.5 ft)	Length of Spall >0.5 m (1.5 ft)
Tight – cannot be removed easily (maybe a few pieces missing.	<100 mm (4 in.)	L	L
	>100 mm	L	L
Loose – can be removed and some pieces are missing; if most or all pieces are missing, spall is shallow, less than 25 mm (1 in.).	<100 mm	L	M
	>100 mm	L	M
Missing – most or all pieces have been removed.	<100 mm	L	M
	>100 mm	M	H

Corner spalling is the breakdown of the slab within approximately 1.5 feet (0.5 m) of the corner. A corner spall differs from a corner break in that the spall usually angles downward to intersect the joint, whereas a break extends vertically through the slab corner. Spalls less than 5 inches (130 mm) from the crack to the corner on both sides should not be counted.

Levels of Severity for Corner Spalling

Depth of Spall	Dimensions of Sides of Spall 130 × 130 mm to 300 × 300 mm (5 × 5 in.) to (12 × 12 in.)	Dimensions of Sides of Spall 300 × 300 mm (>12 × 12 in.)
<25 mm (1 in.)	L	L
>25 to 50 mm (1 to 2 in.)	L	M
>50 mm (2 in.)	M	H

Corner Spalling

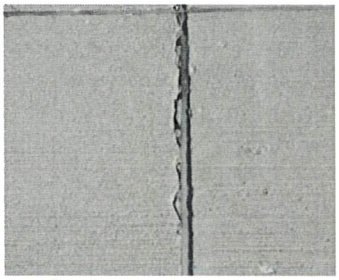

Joint Spalling

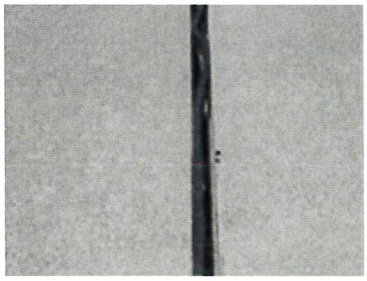
1.13. Joint Seal Damage

Any condition that enables soil or rocks to accumulate in the joints or allows significant water infiltration. Accumulation of incompressible materials prevents the slab from expanding and may result in buckling, shattering, or spalling. A pliable joint filler bonded to the edges of the slabs protects the joints from material accumulation and prevents water from seeping down and softening the material.

Severity: would depend on:

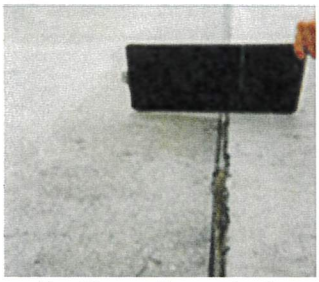
- Stripping of joint sealant
- Extrusion of joint sealant
- Weed growth
- Hardening of the filler (oxidation)
- Loss of bond to the slab edges
- Lack or absence of sealant in the joint.

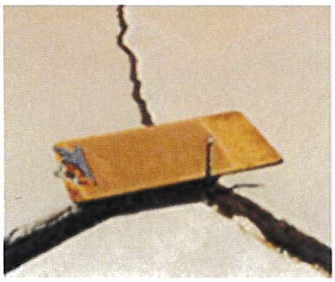

Joint Seal Damage – Example 1


Joint Seal Damage – Example 2

1.14. Settlement / Faulting

The difference in elevation across a joint. Faulting is counted only at joints. Faulting associated with cracks is not counted separately since it is incorporated into the severity level definitions of cracks.


Faulting – Example 1

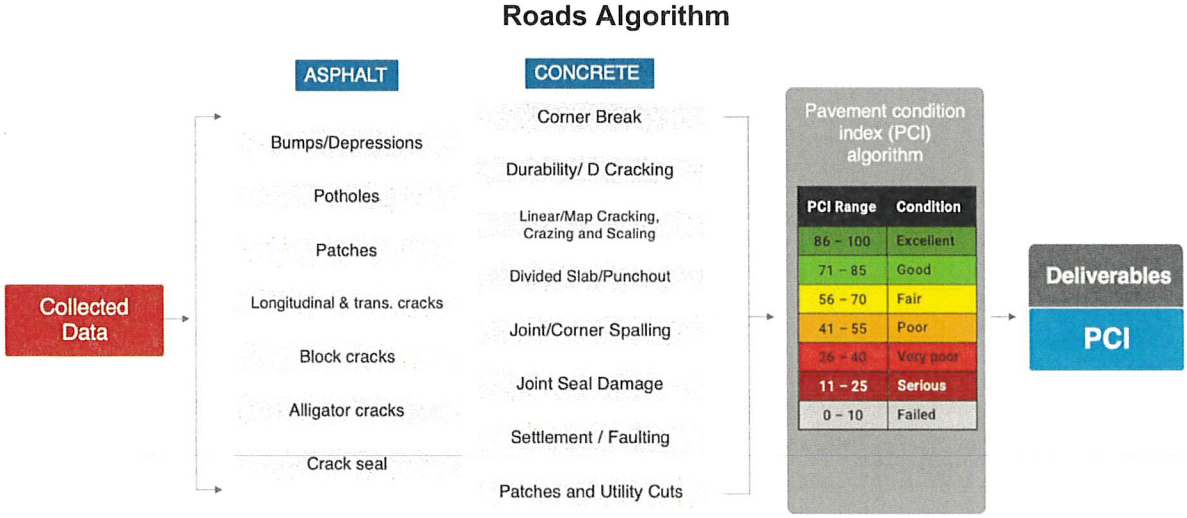

Faulting – Example 2

1.15. Patches and Utility cuts

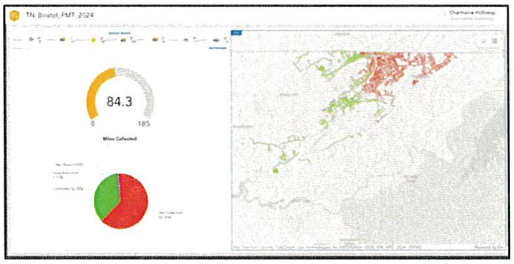
A patch is an area of pavement that has been replaced with new material to repair the existing pavement. A small patch is considered a low-severity defect when it contains a crack or any other distresses with all severities. When a large patch or a utility cut has no distress, it is considered a low-severity patch and depending on the severity of the distresses that it has the patch would be in medium or high severity level.

TASK 2: DATA PROCESSING

The collected data (TBs/day) is uploaded to the Citylogix server, where automated software processes the raw data. Using advanced processing algorithms, the raw data is converted into meaningful parameters representing different aspects of pavement condition. Several of our key indicators are fused to determine the Citylogix Pavement Condition Index (PCI) for each road segment. Citylogix's GIS specialists segment the pavement evaluation data based on our clients' historical street segmentation or from intersection to intersection in the absence of that data.



Regular Project Updates – Citylogix recognizes the importance of delivering timely updates. In addition to regular updates, we offer a user-friendly dashboard to ensure transparency and real-time monitoring, empowering the City to track project progress effortlessly.



TASK 3: QUALITY ASSURANCE AND INNOVATION

Quality Analysis and Control Methods – Quality Control (QC) is an integrated part of our workflow and is critical to the success of our projects. Identifying and resolving data quality issues minimizes time to complete the work and improves deliverables. In our end-to-end service, there are three QC phases.

Phase 1: Acquisition and Preparation of Client Road Data
To ensure the accuracy of the collection, Citylogix will review the City's GIS layer, and confirm with the municipality the usability of the GIS layer provided.

Phase 2: Data Collection

A. Calibration And System Check
Citylogix will perform a full check of the system prior to the start of the project. This involves GNSS calibration and camera cleaning, as well as a full driving/data-collection test.

B. Collection QA Checks

I. Daily Before Collection
Each day before collection, Citylogix's Data Collection Team Leader decides whether to collect the next day based on the weather forecast. Citylogix does not collect when there is any precipitation. On the morning of collection, the field technician will receive approval from the Data Collection Team Leader on whether to proceed, based on road dryness.

II. During Collection
Daily, the field technician verifies that cameras are clean and the sensor/image quality of the system is optimal. Throughout the day, the Data Collection Team Leader and the field technician are in contact to record any 'Issue Reported': issues that impede the collection process. Such issues include, but are not limited to, private roads and roads that are closed/blocked for any reason. Photos are taken for each 'Issue Reported.'

Following a day of collection, the Data Collection Team Leader will check that day's coverage. Extra checks are performed to make sure that roads with multiple passes and coverage were fully executed.

III. After Collection
Once all collection is completed, the Data Collection Team Leader will perform one final coverage check to ensure full network coverage before the field technician leaves the site.

Phase 3: Data Processing
Our project team follows a systematic data processing methodology, involving both automated algorithms and manual validation. Rigorous quality control measures are implemented at various stages of the data processing pipeline to identify and rectify errors promptly. Continuous training of our personnel ensures consistency in data evaluation.

A. Quality Control for Distress Detections
Citylogix's office receives collected data and processes it for distresses. Quality control (QC) technicians visually review 100% of detected distresses. Ten percent of the reviewed distresses are randomly selected for a secondary review by a Team Leader. If the accuracy of this secondary review is below 90%, a second 10% sample will be selected. If that accuracy is below 90%, a 30% sample of the remaining is selected. If that is still below 90%, all segments will go through manual verification.

B. Quality Control for PCI
Distress data is processed, producing the pavement condition index (PCI) value for each street segment. Once the PCI values have been generated, the Team Leader will review:

- Street segments with a PCI of 100.
- Segments with the ten lowest PCI values.

DELIVERABLES

Pavement Condition Dataset:

At the end of the project, Citylogix will deliver an ESRI Geodatabase which includes (at a minimum)

- PCI ratings as per the City segmentation
- PCI rating per ASTM sampling
- The following attributes:
    - Municipality's Street Segment ID numbering system (provided by the City)
    - Cross reference Street Name (provided by the City)
    - From and To designation (provided by the City)
    - Functional Classification (if not provided, we use default value)
    - Surface Type, Length, Width, Area (default value for width if not provided by City)
- Georeferenced imagery to be viewed in the pavement management software
- Georeferenced distresses

Citylogix - Fee Estimate

PAVEMENT CONDITION DATA COLLECTION AND PROCESSING

SERVICES INCLUDED	CENTERLINE MILES	$/CL	TOTAL
ScanCar Data Collection	235	$160	$37,600
Data Processing			
Pavement Project Management		$20	$4,700
GIS Coordination Fee	Fixed		$1,500
Mobilization and Setup Cost	Fixed		$2,000
TOTAL			**$45,800**

ASSET MANAGEMENT SOFTWARE (Not included in contract fee total - direct agreement with Citylogix.)

Annual Software Assessment - Core	Annual Cloud Hosting	One Time Implementation	Total Software Cost - Year 1	Total Software Cost - Future Years
$10,200	$1,200	$7,500	**$18,900**	**$11,400**

EXHIBIT "B"
FEE SCHEDULE

benesch

2026 PCI Evaluation and Pavement Management Plan								
		PIC/QC	SPM	TM/AM	PE1	PI	TM/GIS	Subtotal
Task 1 | Project Management								**$ 23,660**
a.	General Project Management		12 hrs.					$ 2,640
	Invoicing (1/mo = 9 invoices)		5 hrs.					$ 1,100
b.	Meetings							
	Progress Meetings (1/mo = 8 meetings)		8 hrs.	24 hrs.				$ 6,560
	Planning and Coordination (3 meetings)		6 hrs.	15 hrs.				$ 4,320
	Pavement Preservation Options (1 meeting)		2 hrs.	6 hrs.				$ 1,640
	Scenario Results Presentation (1 meeting)		1 hrs.	3 hrs.				$ 820
c.	Coordination with Citylogix		2 hrs.	16 hrs.				$ 3,640
d.	QA/QC	6 hrs.	6 hrs.					$ 2,940
Task 2 | Community Education and Engagement								**$ 6,320**
	Creation of educational handouts (4)			16 hrs.		24 hrs.		$ 6,320
Task 3 | Planning and Coordination								**$ 20,960**
	Establish Decision Tree			48 hrs.				$ 9,600
	Research unit prices for all treatments			4 hrs.	16 hrs.			$ 3,360
	Research new pavement preservation methods (3)			40 hrs.				$ 8,000
Task 4 | Pavement Mangement Program Development								**$ 19,940**
a.	Scenario Development (3)			40 hrs.				$ 8,000
b.	Scenario Running and Analysis			48 hrs.			12 hrs.	$ 11,940
Task 5 | Standardized Project Documents								**$ 10,960**
a.	Standard Plans (3)			12 hrs.	24 hrs.			$ 6,240
b.	Standard Specifications (3)			15 hrs.				$ 3,000
c.	Review Exisiting Contract Documents (4)		2 hrs.		8 hrs.			$ 1,720
Task 6 | Final Documentation								**$ 18,040**
a.	Draft PMP Report		2 hrs.	48 hrs.		16 hrs.		$ 12,120
b.	Final PMP Report		2 hrs.	8 hrs.				$ 2,040
c.	Presentation of Final PMP Report		2 hrs.	12 hrs.		8 hrs.		$ 3,880
Direct Expenses - Benesch (Travel, Printing, Etc.)								**$ -**
Direct Expenses - Citylogix Data Collection and Processing								**$ 45,800**
TOTAL				**Task Hours = 519 hrs.**			**Fee =**	**$ 145,680**

Summary of Manhours & Fee By Classification							
MANHOUR SUBTOTAL	6 hrs.	50 hrs.	355 hrs.	48 hrs.	48 hrs.	12 hrs.	519 hrs.
LABOR SUBTOTAL	$1,620	$11,000	$71,000	$7,680	$6,240	$2,340	$99,880

Direct Costs			
Citylogix Data Collection and Processing	*- - See attached Citylogix Scope and Fee for additional details - -*	$	45,800
Mileage (Travel Kick-Off Mtg, Progress Mtgs & Presentation Mtgs)	*- - Assumes no travel from out of state - -*	$	-
Project Printing & Software	*- - Assumes printing by City - -*	$	-
	Subtotal Direct Costs =	**$**	**45,800**

SUMMARY			
Task 1 | Project Management	Subtotal =	$	23,660
Task 2 | Community Education and Engagement	Subtotal =	$	6,320
Task 3 | Planning and Coordination	Subtotal =	$	20,960
Task 4 | Pavement Mangement Program Development	Subtotal =	$	19,940
Task 5 | Standardized Project Documents	Subtotal =	$	10,960
Task 6 | Final Documentation	Subtotal =	$	18,040
Direct Costs	Subtotal =	$	45,800
	TOTAL LUMP SUM COST FOR ENGINEERING SERVICES =	**$**	**145,680**

NOTICE TO CONSULTANT ENGINEERS REGARDING A REQUEST FOR PROPOSALS

September 18, 2025

The City of Columbia, Tennessee, an Equal Opportunity, Affirmative Action Employer, seeks to retain the services of a professional consultant engineering firm to provide services related to development of a pavement management and preservation program for the City of Columbia, Tennessee. Responsibilities of the professional consultant engineering firm may include, but are not limited to:

- Attending required meetings with local elected officials, staff, and stakeholders
- Utilize and update existing City of Columbia data sets, including street name, segment length/width, maintenance history, digital imagery, etc. in a GIS format, to develop a pavement management system.
- Pavement condition evaluation of the approximate 235 road miles of city-maintained streets
- Provide pavement condition numerical ranking system for all city street segments
- Develop a systematic process prioritizing pavement preservation and rehabilitation treatments based on a sound economic analysis of alternatives
- Develop a computer database system that provides for the ability to perform analyses on the pavement condition data to determine various cost assessments of multiple pavement treatment/repair strategies within different funding scenarios.
- Recommended short-term (1-5 year) and long-term (5-10 year) pavement maintenance/resurfacing plans that provide project priorities, funding needs and recommendations for improved pavement maintenance strategies that would be necessary to achieve a desired overall network-level pavement condition level.
- Provide a contract template that can be altered/modified to fit multiple pavement preservation and rehabilitation treatments based on the available budget.
- Identify and write grant applications for possible funding sources, if needed.

Firms may request consideration by submitting an electronic proposal to **Glenn Harper, gharper@columbiatn.gov**. All proposals must be received by the Engineer's Office on or before **3:00 p.m. CDT Tuesday October 28, 2025.** The proposal shall indicate the scope of services to be completed by any sub-consultants and be organized in a way to fully address the phase I evaluation criteria listed below.

The project will be a lump sum contract negotiated with the highest ranked, most qualified firm. Payments will be based on the terms of the negotiated contract. The successful firm will be determined using Phase I and Phase II (if necessary) evaluations as outlined below:

Phase I Evaluation:

The City will evaluate the submitted RFPs and may choose several firms who would make viable candidates from which to invite proposals and/or presentations. The factors that will be considered in evaluation of proposals are:

a. Past experience specific to development of pavement management and preservation programs (30%)
b. Qualification and availability of key staff and overall firm experience of related projects (25%)
c. Project approach that demonstrates understanding of all responsibilities (25%)
d. Evaluations on prior projects with other clients (10%)
e. Ability to handle the size of project considering work under contract with other clients (10%)

Phase II Evaluation (If Necessary):

If necessary, the City will create a short-list of consultants for in-person interviews. Criteria for the interview will be provided to the selected firms at the time the short-list is finalized. If the Phase II Evaluation is necessary, the in-person interview score will be averaged with the Phase I score to generate a composite score. The scores from both phases will be weighed equally (e.g. 50/50).

Evaluation proceedings will be conducted within the established guidelines regarding equal employment opportunity and nondiscriminatory action based upon the grounds of race, color, sex, creed or national origin. Interested certified Disadvantaged Business Enterprise (DBE) firms as well as other minority-owned and women-owned firms are encouraged to respond to all advertisements by the City of Columbia. For information on DBE certification, please contact Mr. David Neese at (615)741-3681 or David.Neese@tn.gov. Details and instructions for DBE certification can be found at the following website: www.tn.gov/tdot/civil-rights/small-business-development-program.html

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Bailey Fitzgerald, Chief's Administrative Assistant, bfitzgerald@columbiatn.gov, 931-560-1612

AGENDA ITEM TITLE: APPROVE THE PURCHASE OF THREE (3) LICENSE PLATE READERS WITH FIVE (5) YEAR SUBSCRIPTIONS FOR EACH READER FROM MOTOROLA SOLUTIONS IN THE AMOUNT OF $8,541.65 FOR YEAR ONE WITH $4,310.93 DUE ANNUALLY FOR YEARS TWO (2) THROUGH FIVE (5)

RECOMMENDATION: Approve.

INFORMATION: The State of Tennessee has a contract with Motorola Solutions for the subscription service for L.P.R. (License Plate Reader). The entire purchase of three L.P.R. subscription services would cost the City $8,541.65 for the first year and a reoccurring amount of $4,310.93 per year for the remainder of the 5-year contract.

The L.P.R.'s will assist with detecting license plates associated with wanted people; plates associated with stolen vehicles and can be used to investigate crimes. These fixed mounted stationary cameras are running 24hours/7 days a week reading license plates as vehicles cross the cameras path. The solar-powered configuration eliminates the need for trenching, external power connections, and recurring utility fees.

CERTIFICATION: The Chief Financial Officer certifies that $8,542 is budgeted and unencumbered in Police - Patrol - Operating Supplies.

ATTACHMENTS: Staff Report, Motorola Proposal.

MOTOROLA SOLUTIONS

COLUMBIA POLICE DEPT

(3) Solar L6Qs VaaS with Installation

01/05/2026

The design, technical, pricing, and other information ("Information") furnished with this submission is confidential proprietary information of Motorola Solutions, Inc. or the Motorola Solutions entity providing this quote ("Motorola") and is submitted with the restriction that it is to be used for evaluation purposes only. To the fullest extent allowed by applicable law, the Information is not to be disclosed publicly or in any manner to anyone other than those required to evaluate the Information without the express written permission of Motorola.
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MOTOROLA SOLUTIONS

QUOTE-3447960

01/05/2026

COLUMBIA POLICE DEPT
707 N MAIN ST
COLUMBIA, TN 38401

RE: Motorola Quote for (3) Solar L6Qs VaaS with Installation

Dear ,

Motorola Solutions is pleased to present COLUMBIA POLICE DEPT with this quote for quality communications equipment and services. The development of this quote provided us the opportunity to evaluate your requirements and propose a solution to best fulfill your communications needs.

This information is provided to assist you in your evaluation process. Our goal is to provide COLUMBIA POLICE DEPT with the best products and services available in the communications industry. Please direct any questions to Demeri Pajic at Demi.Pajic@motorolasolutions.com.

We thank you for the opportunity to provide you with premier communications and look forward to your review and feedback regarding this quote.

Sincerely,

Demeri Pajic

MOTOROLA SOLUTIONS

QUOTE-3447960
(3) Solar L6Qs VaaS with Installation

Billing Address:
COLUMBIA POLICE DEPT
707 N MAIN ST
COLUMBIA, TN 38401
US

Shipping Address:
COLUMBIA POLICE DEPT
NASHVILLE COMMUNICATIONS
M/F COLUMBIA POLICE
720 FESSLERS LN
NASHVILLE, TN 37210
US

Quote Date:01/05/2026
Expiration Date:04/24/2026
Quote Created By:
Demeri Pajic
Demi.Pajic@motorolasolutions.com

End Customer:
COLUMBIA POLICE DEPT

Payment Terms:30 NET

Line #	Item Number	Description	Qty	Term	List Price	Ext. Sale Price
	L6Q as a Service					
1	VSFS-L6Q-SOL-S-	FIXED LPR SUBSCRIPTION PACKAGE - L6Q (SOLAR)	3	5 YEAR	$11,974.80	$21,554.64
2	LSV07S04314A	LPR REMOTE MONITORING	3	5 YEAR	Included	Included
3	CDFS-L6Q-HWW-01	FIXED L6Q CAMERA SYSTEM EXTENDED HARDWARE WARRANTY - VALID FROM STANDARD WARRANTY EXPIRATION	3	4 YEARS	Included	Included
4	LSV07S04315A	LPR STANDARD ONSITE REPLACEMENT	3	5 YEAR	Included	Included
5	VS-DLF-01	DEVICE LICENSE FEE	3	5 YEAR	Included	Included
6	VSB-61-904	KIT, L6Q AND 80W SOLAR PANEL	3		Included	Included
7	HRDWR-INST-SS	HARDWARE INSTALLATION	1		$4,230.72	$4,230.72
Subtotal						$40,155.12
Total Discount Amount						$14,369.76
Grand Total						$25,785.36(USD)

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Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 ~ #: 36-1115800

Pricing Summary

		Payment Term		Upfront Sale Price
Upfront Costs*				
				$4,230.72
Upfront Subscription Fee				
	L6Q as a Service	Annually		$4,310.93
Sub Total:				**$8,541.65**

		Payment Term	Sale Price	Annual Sale Price
Year 2 Subscription Fee				
	L6Q as a Service	Annually	$4,310.93	$4,310.93
Year 3 Subscription Fee				
	L6Q as a Service	Annually	$4,310.93	$4,310.93
Year 4 Subscription Fee				
	L6Q as a Service	Annually	$4,310.93	$4,310.93
Year 5 Subscription Fee				
	L6Q as a Service	Annually	$4,310.93	$4,310.93
Sub Total:				**$17,243.71**

Grand Total System Price (Inclusive of Upfront and Annual Costs) **$25,785.36**

**Upfront costs include the cost of Hardware, Accessories and Implementation, where applicable.*

Notes:

- The Pricing Summary is a breakdown of costs and does not reflect the frequency at which you will be invoiced.
- This quote contains items with approved price exceptions applied against them.
- Unless otherwise noted, this quote excludes sales tax or other applicable taxes (such as Goods and Services Tax, sales tax, Value Added Tax and other taxes of a similar nature). Any tax the customer is subject to will be added to invoices.

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L6Q CAMERA SYSTEM SOLUTION DESCRIPTION

L6Q CAMERA SYSTEM

The L6Q camera system revolutionizes license plate recognition (LPR) technology with its sophisticated capabilities, streamlined design, and consumer-grade installation process. This innovative system is ideal for law enforcement agencies and businesses seeking to enhance security through efficient and effective LPR. The L6Q seamlessly integrates with our backend software, VehicleManager or ClientPortal, to offer a comprehensive solution for building or supplementing a camera network, ensuring the safety and security of the communities they serve.

Key Features and Benefits:

- **Easy Install Out-of-Box**: The L6Q's user-friendly design, convenient carry case, and intuitive out-of-box workflow enable one-person installation and activation in minutes, using a smartphone for ultimate ease.
- **Precise Data Collection**: Configure the L6Q to capture vehicles moving at specific speeds and directions. It collects detailed information beyond license plates, including vehicle make, model, color, and speed, even in low-light conditions, enhancing investigative capabilities.
- **Versatile Power Options**: The L6Q operates anywhere with solar, AC/DC, Pole Tap, and internal battery options. It's built to withstand weather conditions and rated to IP67.
- **Amplified Insight & Awareness**: Beyond license plate data, the L6Q has advanced software for managing hot lists, alerts, searches, and patented analytics. Agencies control data retention and sharing, ensuring security and compliance.
- **App-Based Configuration & Activation**: Use the Mobile Companion app on Android or iOS for quick on-site setup. Scan the camera's QR code for guided configuration, including live video-enabled aiming and adjustable image capture regions for improved accuracy.
- **Advanced Night Vision**: Equipped with long-range infrared (IR) illumination and a starlight sensor, the L6Q can scan vehicles even in total darkness, ensuring round-the-clock operation.
- **Tamper-Proof Design**: The L6Q is built to be physically secure with a tamper-proof shroud, easily customized to blend with various environments.

Deploy the L6Q to enhance your LPR capabilities with a system designed for ease of use, versatility, and advanced data insights.

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LICENSE PLATE RECOGNITION TECHNOLOGY STATEMENT OF WORK

OVERVIEW

This Statement of Work (SOW) outlines the responsibilities of Motorola Solutions, Inc. (Motorola) and the Customer for the implementation of fixed or mobile License Plate Recognition (LPR) technology(s) and your License Plate Recognition Technology solution, if Deployment or Installation Services are purchased as part of the Contract. For the purpose of this SOW, the term "Motorola" may refer to our affiliates, subcontractors, or certified third-party partners. A third-party partner(s) (Motorola-certified installer) will work on Motorola's behalf to install your License Plate Recognition Technology system(s) (if applicable).

This SOW addresses the responsibilities of Motorola and the Customer that are relevant to the implementation of the hardware and software components listed in the Solutions Description. Any changes or deviations from this SOW must be mutually agreed upon by Motorola and the Customer and will be addressed in accordance with the change provisions of the Contract. The Customer acknowledges any changes or deviations from this SOW may incur additional cost.

Motorola and the Customer will work to complete their respective responsibilities in accordance with the Project Schedule. Any changes to the Project Schedule must be mutually agreed upon by both parties in accordance with the change provisions of the Contract.

Unless specifically stated, Motorola will perform the work remotely. The Customer will provide Motorola personnel with access to their network and facilities so Motorola is able to fulfill its obligations. The Customer is responsible for acquisition and use of a remote access tool that complies with the regulations controlling use of the remote access tool. All work will be performed during normal business hours based on the Customer's time zone (Monday through Friday from 8:00 a.m. to 5:00 p.m.).

The number and type of software subscription licenses, products, or services provided by Motorola are specifically listed in the Contract and referenced in the SOW. Services provided under this SOW are governed by the mutually executed Contract between the parties, or Motorola's Master Customer Agreement and applicable addenda ("Contract").

AWARD, ADMINISTRATION, AND PROJECT INITIATION

Project Initiation and Planning will begin following the execution of the Contract between Motorola and the Customer. At the conclusion of Project Planning, Motorola's Project Manager (PM) will begin status meetings and provide status reports on a regular cadence with the Customer's PM. The status report will provide a summary of activities completed, activities planned, progress against the project schedule, items of concern requiring attention, as well as, potential project risks and agreed upon mitigation actions.

Motorola utilizes Google Meet as its teleconference tool. If the Customer desires to use an alternative teleconferencing tool, any costs incurred from the use of this alternate teleconferencing tool will be the responsibility of the Customer.

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FBI-CJIS SECURITY POLICY – CRIMINAL JUSTICE INFORMATION

CJIS Security Policy Compliance

Motorola does not believe our LPR and License Plate Recognition Technology offerings require compliance with the *FBI-CJIS Security Policy* (CJISSECPOL) based on the definition in Section 4 of CJISSECPOL and how the FBI-CJIS defines Criminal Justice Information. However, Motorola does design its products with the CJISSECPOL security controls as a guide. Motorola's LPR system design and features support best practice security controls and policy compliance. In the event of a CJIS technical audit request, Motorola will support the Customer throughout this process.

Personnel Security – Background Screening

Motorola will assist the Customer with completing the *CJIS Security Policy Section 5.12 Personnel Security* related to authorized personnel background screening when requested to do so by the Customer. Based on Section 5.12, a Motorola employee is defined as someone who is required to be on the Customer's property with unescorted access. Motorola employees will also have access to the Customer's network(s) and stored information. Motorola has remote access tools to support virtual escorted access to on-premises customer assets.

Additionally, Motorola performs independent criminal background investigations including name based background checks, credential and educational vetting, credit checks, U.S. citizen and authorized worker identity verification on its employees.

Motorola will support the Customer in the event of a CJIS audit request to validate employees assigned to the project requiring *CJIS Section 5.12 Personnel Security* screening and determine whether this list is up to date and accurate. Motorola will notify the Customer within 24 hours or next business day of a personnel status change.

Security Awareness Training

Motorola requires all employees who will support the Customer to undergo Level 3 Security Awareness Training provided by Peak Performance and their CJIS online training platform. If the Customer does not have access to these records, Motorola can facilitate proof of completion. If the Customer requires additional and/or separate training, Motorola will work with the Customer to accommodate this request at an additional cost.

CJIS Security Addendum

Motorola requires all employees directly supporting the Customer to sign the CJIS Security Addendum if required to do so by the Customer.

Third Party Installer

The Motorola-certified third party installer will work independently with the Customer to complete the Section 5.12 Personnel Security checks, complete Security Awareness Training and execute the CJIS Security Addendum.

COMPLETION CRITERIA

The project is considered complete once Motorola has completed all responsibilities listed in this SOW. The Customer's task completion will occur based on the Project Schedule to ensure Motorola is able to complete all tasks without delays. Motorola will not be held liable for project delays due to incomplete Customer tasks.

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The Customer must provide Motorola with written notification if they do not accept the completion of Motorola responsibilities. Written notification must be provided to Motorola within ten (10) business days of task completion. The project will be deemed accepted if no written notification is received within ten (10) business days.

In the absence of written notification for non-acceptance, beneficial use will occur thirty (30) days after functional demonstration of the system.

SUBSCRIPTION SERVICE PERIOD

If the contracted system includes a subscription, the subscription service period will begin upon the Customer's receipt of credentials for access. The provision and use of the subscription service is governed by the Contract.

PROJECT ROLES AND RESPONSIBILITIES OVERVIEW

Motorola Project Roles and Responsibilities (if applicable)

The Motorola Project Team will be assigned to the project under the direction of the Motorola Project Manager. Each team member will be engaged in different phases of the project as necessary. Some team members will be multi-disciplinary and may fulfill more than one role.

In order to maximize effectiveness, the Motorola Project Team will provide various services remotely by teleconference, web-conference, or other remote method in order to fulfill our commitments as outlined in this SOW.

Our experience has shown customers who take an active role in the operational and educational process of their system realize user adoption sooner and achieve higher levels of success with system operation. The subsections below provide an overview of each Motorola Project Team Member.

Project Manager (PM)

The PM will be the principal business representative and point of contact for Motorola. The PM's responsibilities may include but are not limited to:

- Manage Motorola responsibilities related to the delivery of the project.
- Maintain the Project Schedule, and manage assigned Motorola personnel, subcontractors, and suppliers as applicable.
- Coordinate schedules of assigned Motorola personnel, subcontractors, and suppliers as applicable.
- Maintain project communications with the Customer.
- Identify and manage project risks.
- Coordinate collaboration of Customer resources to minimize project delays.
- Evaluate project status against Project Schedule.
- Conduct status meetings on mutually agreed upon dates to discuss project status.
- Provide timely responses to Customer inquiries and issues related to project progress.
- Conduct status calls with the Customer throughout the Project up to and including Go-Live.

System Technologist

The System Technologist (ST) will work with the Customer's Project Team on:

- Camera programing
- Camera alignment

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- Licensed Software Training
- Develop and submit Start Up and Commissioning Sign Off (SSU&C)

Technical Trainer / Instructor

The Technical Trainer / Instructor provides training in accordance with the Training Plan provided to the Customer.

Motorola-Certified Installer

The Motorola-certified installer is primarily responsible for installing in-car and fixed LPRs. There are specific requirements the 3rd party partner must meet in order to be considered a Motorola-certified installer, and they include (but are not limited to) the following:

Required Training

- SSU&C Onsite Training
  - Included Certification testing completed and passed
- Networking (must meet one of the following three requirements)
  - CompTia Network + Certification
  - Networking Degree in IT
  - Basic Networking RDS003
- ASE Certification for Mobile Installers
- Electrical Certification
  - Electrical Certification/Permitting
    - Low Voltage Certification
    - High Voltage Certification
- Equipment Certification
  - Bucket Truck Certification
  - Any applicable testing equipment certification

Other responsibilities the Motorola-certified installer may be involved in include the fixed and/or mobile installation of cellular routers, wired networks, poles, trenching, and conduit runs as well as the manufacturing and/or service of trailers. These activities will only be completed by Motorola if Motorola quotes these services; otherwise, the completion of these services are solely the responsibility of the Customer.

Customer Support and Services Team

The Customer Support and Services Team will provide on-going support to the Customer following Go-Live and final acceptance of the project.

Customer Project Roles and Responsibilities (if applicable)

Motorola has defined key resources that are critical to this project and must participate in all the activities defined in this SOW. During the Project Planning phase, the Customer will be required to provide names and contact information for the roles listed below. It is critical that these resources are empowered to make decisions based on the Customer's operational and administration needs. The Customer Project Team will be engaged from Project Initiation through Beneficial Use of the system. In the event the Customer is unable to provide the resources identified in this section, Motorola may be able to supplement these resources at an additional cost.

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Project Manager

The PM will act as the primary point of contact for the duration of the project. In the event the project involves multiple locations, Motorola will work exclusively with the Customer's primary PM. The PM's responsibilities will include, but are not limited to:

- Communicate and coordinate with other project participants.
- Manage the Customer Project Team including subcontractors and third-party vendors. This includes timely facilitation of tasks and activities.
- Maintain project communications with the Motorola PM.
- Identify tasks required of Customer staff that are outlined in this SOW and the Project Schedule.
- Consolidate all project inquiries from Customer staff to present to Motorola PM.
- Approve a deployment date offered by Motorola.
- Review Project Schedule with the Motorola PM and finalize tasks, dates, and responsibilities.
- Measure and evaluate progress against the Project Schedule.
- Monitor project to ensure resources are available as required.
- Attend status meetings.
- Provide timely responses to issues related to project progress.
- Liaise and coordinate with other agencies, Customer vendors, contractors, and common carriers.
- Review and administer change control procedures, hardware and software certification, and all related project tasks required to meet the deployment date.
- Ensure Customer vendors' readiness ahead of the deployment date.
- Assign one or more personnel to work with Motorola staff as needed for the duration of the project, including one or more representatives from the IT department.
- Identify a resource with authority to formally acknowledge and approve milestone recognition certificates, as well as, approve and release payments in a timely manner.
- Provide Motorola personnel with access to all Customer facilities where system equipment is to be installed. Temporary identification cards are to be issued to Motorola personnel, if required for access.
- Ensure remote network connectivity and access for Motorola resources, if applicable to the solution.
- Assume responsibility for all fees pertaining to licenses, permits, inspections and any delays associated with inspections due to required permits as applicable to this project.
- Provide reasonable care to prevent equipment exposure from contaminants that may cause damage to the equipment or interruption of service.
- Ensure a safe working environment for Motorola personnel.
- Identify and manage project risks.
- Provide signature(s) of Motorola-provided milestone recognition certificate(s) within ten (10) business days of receipt.

IT Support

IT Support manages the technical efforts and ongoing activities of the Customer's system. IT Support will be responsible for managing Customer provisioning and providing Motorola with the required information for LAN, WAN, server and client infrastructure.

The IT Support Team responsibilities include but are not limited to:

- Participate in delivery and training activities to understand the software and functionality of the system.
- Participate with Customer Subject Matter Experts (SMEs) during the provisioning process and associated training.

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- Authorize global provisioning decisions and be the Point of Contact (POC) for reporting and verifying problems.
- Monitor firmware updates
- Implement changes to Customer infrastructure in support of the proposed system.

Agency Manager

The Agency Manager will act as the primary POC upon project completion.

- Push internal requests for updates through appropriate channels
- Monitor all firmware updates and all other security measures for physical hardware as required by the Customer internal policies
- Administer users
- Audit reports
- Manage Hotlist and Hotlist functionality
- Attend Agency Manager training
- Oversee or act as the training POC
- Ensure all Authorized Users are aware of usage restrictions and any applicable terms related to the use of the LPR System
- Controls appropriate use and data storage policies as well as procedures for the data maintained outside the LPR system. This includes when any information is disseminated, extracted or exported out of the LPR system
- Controls and is responsible for developing the policies, procedures, and enforcement for applying deletion/purging and dissemination rules to information within and outside of the LPR system.
- Ensure data and system protection strategies are accomplished through the tools provided by Motorola for account and user management features along with audit and alert threshold features.

Subject Matter Experts (SMEs)

SMEs are a core group of users involved with the analysis, training and implementation process. The SMEs should be experienced users in their own respective field (evidence, dispatch, patrol, etc.) and should be empowered by the Customer to make decisions based on workflows and department policies related to the proposed system.

General Customer Responsibilities (If Applicable)

In addition to the Customer responsibilities listed above, the Customer is responsible for the following:

- Customer Site. If the Solution is to be installed at a Customer location ("Site"), the Solution will only be installed and/or evaluated at the Customer sites identified.
- Customer will be responsible for providing all necessary permits, licenses, and other approvals necessary for the installation and use of the Products and the performance of the Services at each applicable Site, including for Motorola to perform its obligations hereunder, and for facilitating Motorola's access to the Sites. This includes, but is not limited to providing a traffic safety plan to facilitate the safe deployment of all Equipment that is installed on, over, or near Sites with active roadways. No waivers of liability will be imposed on Motorola or its subcontractors by Customer or others at Customer facilities or other Sites, but if and to the extent any such waivers are imposed, the Parties agree such waivers are void. The Equipment used for the Services will only be located at such site.
- If the Solution is to be accessed remotely, Customer will only access Solution in the manner described by Solution documentation or as otherwise instructed by Motorola.

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- Site Conditions and Issues. Customer will ensure that (a) all Sites are safe and secure, (b) Site conditions meet all applicable industry and legal standards (including standards promulgated by OSHA or other governmental or regulatory bodies), (c) to the extent applicable, Sites have adequate physical space, air conditioning, and other environmental conditions, electrical power outlets, distribution, equipment, connections, and telephone or other communication lines (including modem access and interfacing networking capabilities), and (d) Sites are suitable for the installation, use, and maintenance of the Products and Services. This Agreement is predicated upon normal soil conditions as defined by the version of E.I.A. standard RS-222 in effect on the Effective Date.
- All costs associated with permitting.
- Supply a proper power source to all Motorola Solutions provided equipment.
- Provide ALL points of attachment for hardware that include fixed LPR Cameras and associated equipment and ensuring all equipment is attached in accordance with local policies and codes.
- Supply any new infrastructure required to mount or attach the Motorola Solutions hardware to.
- Trenching as required for the purpose of running electrical power
- All poles and existing infrastructure that are not being purchased from Motorola as part of the LPR solution.
- All Utility locates needed for impacted areas.
- Providing the communications point of attachment for each site.
- When cellular service is used as the point of connection, customer is responsible for providing cellular service and SIM cards if they are not being purchased from Motorola as part of the LPR solution.
- All Customer-provided equipment, including third-party hardware and software needed for the proposed system but not listed as a Motorola deliverable. Examples include end user workstations, network equipment, etc.
- Configure, test, and maintain third-party system(s) that will interface with the proposed system.
- Establish an Application Programming Interface (API) for applicable third-party system(s) and provide documentation that describes the integration to the Motorola system.
- All work is to be performed by Motorola-certified installers. The Customer is responsible for work performed by non-certified installers.
- Upgrades to Customer's existing system(s) in order to support the proposed system.
- Mitigate the impact of upgrading Customer third-party system(s) that will integrate with the proposed system. Motorola strongly recommends working with the Motorola Project Team to understand the impact of such upgrades prior to taking action.
- Electronic versions of any documentation associated with business processes identified.
- Ability to participate in remote project meetings using Google Meet or a mutually agreed upon Customer-provided remote conferencing tool.
- Manage the Hotlist in accordance with the rules and regulations of the Customers State.

Motorola is not responsible for any delays that arise from Customer's failure to perform the responsibilities outlined in this SOW or delays caused by Customer's third-party vendor(s) or subcontractor(s).

NETWORK AND HARDWARE REQUIREMENTS

The following requirements must be met by the Customer prior to Motorola installing the proposed system:

- Provide network connectivity for the transfer and exchange of data for the proposed system.
- Provide remote access for Motorola personnel to configure the system and conduct diagnostics.
- Provide Internet access to fixed and mobile equipment.
- Provide devices such as workstations, tablets, and smartphones with Internet access for system usage. Chrome is the recommended browser for optimal performance. The workstations must support MS Windows 11 Enterprise.

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- Provide and install antivirus software for workstation(s).
- Provide Motorola with administrative rights to Active Directory for the purpose of installation, configuration, and support (if applicable).
- Ensure required traffic is routed through Customer's firewall.

Motorola is not responsible for any costs or delays that arise from Customer's failure to meet network and hardware requirements.

PROJECT PLANNING

A clear understanding of the needs and expectations of Motorola and the Customer is critical to fostering a collaborative environment of trust and mutual respect. Project Planning requires the gathering of specific information to set clear project expectations and guidelines, as well as lay the foundation for a successful implementation.

Project Planning Session (if applicable)

A Project Planning Session will be scheduled after the Contract has been executed. The Project Planning Session is an opportunity for the Motorola and Customer PM to meet prior to the Project Kickoff Meeting and review key elements of the project and expectations. Depending on the items purchased, the agenda will typically include:

- A high level review of the following project elements:
  - Contract documents.
  - A summary of contracted applications and hardware as purchased.
  - Customer's involvement in project activities to confirm understanding of scope and required time commitments.
  - A high level Project Schedule with milestones and dates.
- Confirm CJIS background investigations and fingerprint requirements for Motorola employees and/or subcontractors.
- Confirm Customer location for Motorola to ship their equipment for installation.

Motorola Responsibilities

- Schedule the remote Project Planning Session.
- Request the assignment of Customer Project Team and any additional Customer resources that are instrumental to the project's success.
- Provide the initial Project Schedule.
- Baseline the Project Schedule.
- Review Motorola's delivery approach.
- Document mutually agreed upon Project Kickoff Meeting Agenda.
- Request user information required to establish the Customer in associated training portals.

Customer Responsibilities

- Identify Customer Project Team and any additional Customer resources that are instrumental to the project's success.
- Acknowledge the mutually agreed upon Project Kickoff Meeting Agenda.
- Provide approval to proceed with the Project Kickoff Meeting.

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Motorola Deliverables

- Project Kickoff Meeting Agenda.

Project Kickoff (if applicable)

Motorola will work with the Customer to understand the impact of introducing a new solution and the preparedness needed for a successful implementation.

Note – The Detail Design Review (DDR), if applicable, is completed during the pre-sales process and normally completed prior to Contract award. Delay in the DDR review may impact the project schedule. Motorola will not be responsible for additional costs or delays incurred for Customer requested changes to the DDR.

Motorola Responsibilities

- Review Contract documents including project delivery requirements as described in this SOW.
- Discuss the deployment start date and deliver the Deployment Checklist.
- Discuss Mobile LPR equipment installation activities and responsibilities.
- Discuss Fixed LPR installation activities and responsibilities.
- Discuss project team participants and their role(s) in the project with fulfilling the obligations of this SOW.
- Review resource and scheduling requirements.
- Review the DDR, arranging for additional meeting for review as needed
- Review the Credentials Form
- Discuss Motorola remote system access requirements (24-hour access to a secured two-way Internet connection through the Customer's firewall for the purpose of deployment and maintenance).
- Complete all necessary documentation (i.e. fingerprints, background checks, card keys, etc.) required for Motorola resources to gain access to Customer facilities.
- Discuss the Training Plan.
- Review and agree on completion criteria and the process for transitioning to support.

Customer Responsibilities

- Provide feedback on project delivery requirements.
- Review the Deployment Checklist.
- Review the roles of project participants to identify decision-making authority.
- Grant Motorola Support access in the License Plate Recognition Technology program
- Validate non-disclosure agreements, approvals, and other related items are complete (if applicable).
- Provide all documentation (i.e. fingerprints, background checks, card keys, etc.) required for Motorola resources to gain access to Customer facilities.

Motorola Deliverables

- Project Kickoff Meeting Minutes
- Deployment Checklist

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PROJECT EXECUTION

Hardware Procurement and Installation (if applicable)

Motorola will procure contracted hardware as part of the ordering process. The Customer is responsible for providing an installation environment that meets manufacturer's specifications for the hardware, which includes but is not limited to:

- Power
- Heating and Cooling
- Network Connectivity
- Access and Security
- Conduit and Cabling

Motorola Responsibilities

- Procure contracted equipment and ship to the Customer's designated location.
- Verify remote connection to hardware.
- The installer will be responsible for installing all Motorola provided hardware.
- Installer will utilize a certified electrician when wiring power to equipment.
- Verify whether the hardware is properly installed, connected to the network, and positioned to capture license plate data. (if applicable).
- Create a Trip Report outlining the activities completed during configuration and testing of system hardware.

Customer Responsibilities (if applicable)

- Provide Motorola with the correct IP address(es) for configuration
- Ensure the Customer's network is operational.
- Inventory LPR equipment after arrival at Customer location.
- Procure Customer-provided equipment and make it available at the installation location.
- Install backend server in Customer's designated area (if applicable).
- Confirm the server room complies with environmental requirements (i.e. power, uninterruptible power, surge protection, heating/cooling, etc.)(if applicable).
- Verify the server is connected to the Customer's network and installed for use.(if applicable)
- Conduct a power-on test to validate the installed hardware and software are ready for configuration.
- Provide, install, and maintain antivirus software for server(s) and/or workstation(s).
- Enable outgoing network connection (external firewall) to License Plate Recognition Technology
- Install Customer-supplied Access Points (if applicable).
- Verify all equipment directly connected to power is properly installed and connected to the network (if applicable).
- For remote deployments, the Customer is responsible for verifying all equipment is connected to their network
- Confirm access to installed software on Customer-provided workstation(s).

Motorola Deliverables

- Contracted Equipment

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Mobile LPR Camera System (If Applicable)

The Motorola-certified installer will complete the installation of the Mobile LPR system(s) within the Customer-provided vehicle(s) or selected location. The installer may also be responsible for installing cellular routers or Wi-Fi radios inside the vehicle(s) for wireless upload of video and images.

The Customer vehicles must be available for the ST to complete the configuration and testing of the contractual number of Mobile LPR cameras. If the Customer does not have all vehicles available during the agreed upon date and time, the Customer may opt to sign-off on the number of Mobile configurations completed. If the Customer requires the ST to complete the full contractual number of Mobile LPR Cameras at a later date and time, additional cost may be incurred.

Note – The Pricing Page will reflect the Mobile LPR installation services by Motorola if Motorola is responsible for the installations.

Motorola Responsibilities

- Setup server for Mobile LPR digital video recorder (DVR) configuration.
- Create configuration USB used to complete Mobile LPR hardware configuration and validation.
- Travel to the Customer site to conduct configuration and testing of Mobile LPRs.
- Complete Mobile LPR configuration on a single vehicle, and validate the configuration with the Customer.
- Point and aim the Mobile LPR camera for image capturing.
- Install Licensed Software on Customer-provided mobile data terminal (MDT)
- Configure MDT Netowrk Card
- Enable AI in Video Manager
- Configure NetMotion (if applicable)
- Receive Customer approval to proceed with remaining Mobile LPR configurations.
- Complete remaining contracted vehicle configurations.
- Test a subset of completed Mobile LPR hardware configurations.
- For Motorola-certified installer, complete the installation of cellular router and confirm placement of antenna mounting with Customer (if applicable).
- The Motorola-certified installer will install Customer-provided SIM card into cellular router and connect cellular router to the Mobile LPR (if applicable).

Customer Responsibilities

- Provide Motorola with remote connection and access credentials to complete Mobile LPR hardware configuration.
- Notify Motorola of the vehicle installation location.
- Coordinate and schedule date and time for Mobile LPR hardware configuration(s).
- Make Mobile LPR hardware available to Motorola for configuration and testing in accordance with the Project Schedule.
- Provide cellular SIM Card for Internet connectivity to the installer at time of installation.

Motorola Deliverables

- Complete Configuration and camera aiming as it applies to the proposed solution.

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Fixed LPR Camera System Configuration (If Applicable)

The Motorola-certified installer will complete the installation of the Fixed LPR system(s) within the Customers designated locations. The installer may also be responsible for installing cellular routers or Wi-Fi radios for wireless upload of video and images. In the instance where Customer has purchased a self-deploy or quick-deploy camera without deployment or installation, the below Motorola responsibilities will be absorbed by the Customer.

Motorola Responsibilities

- Review preliminary plans for installation
- Verify with customer that proper permits and authorizations have been obtained
- Identify installation locations (pole or infrastructure asset) on which to install the Fixed LPR camera
- Motorola-certified installer will install the Fixed LPR camera
- Point and aim the Fixed LPR camera for image capturing
- Install License Plate Recognition Technology Software

Customer Responsibilities

- Approve installation locations
- Obtain necessary permits and authorizations
- Provide power to installation locations
- Provide any required trenching
- Coordinate with local utility companies in the case of any interrupted service requests or instances

NOTE - The Customer is responsible for having all vehicles and devices available for installation per the Project Schedule. All cellular data fees and Internet connectivity charges are the responsibility of the Customer. When cellular service is used as the point of connection, customer is responsible for providing cellular service, and SIM cards if they are not being purchased from Motorola as part of the LPR solution. If a Motorola-certified installer is not used for installation, Motorola is not responsible for any errors in hardware installation, performance or delays in the Project Schedule. In the event the Customer takes on the responsibility of installing LPR cameras through a Motorola-certified installer, Motorola is also not responsible for any errors in hardware installation, performance or delays in the Project Schedule. For in-car LPR installations, an MDT is required for all vehicles (if applicable).

Automatic License Plate Recognition (ALPR) Commissioning (If Applicable)

This section highlights the responsibilities of Motorola and the Customer when a Motorola In-Car Video (ICV) system interfaces with the LPR database.

Motorola Responsibilities

- Create a Customer account in the LPR data system with authorized user emails.
- Verify License Plate Recognition Technology software has been installed and launched per the Quickstart Guide.
- Provide Mobile LPR - Officer Safety Basic and Advanced Pre-Installation Checklist.
- Provide Agency Manager with Training Materials and Licensed Software MDT installation guide.
- Advise Agency Manager of different options available to add new users.
- Confirm Agency Manager is aware of registration required for Hotlists.
- Confirm Agency Manager understands how to set up data-sharing.

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Customer Responsibilities

- Identify the Agency Manager.
- Register to receive access to Hotlists.

SOFTWARE INSTALLATION AND CONFIGURATION (IF APPLICABLE)

Motorola will install LPR software on a specified number of workstations. The Customer will be responsible for installing the software on the remaining workstations.

Licensed Software for the Mobile LPR Solution

Licensed Software is used in conjunction with Mobile LPR cameras. Installation consists of the following activities:

- Network discovery.
- Operating system and software installation.
- Onboarding user / system identity set up.
- Provide user access to the application.

License Plate Recognition Technology

License Plate Recognition Technology software is a cloud solution that does not require an onsite server and supports the full LPR Solution.

Motorola Responsibilities

- Based on Customer feedback, perform the following activities:
  - Create users, groups, and permissions.
- Test to ensure software is accessible to the Customer

Customer Responsibilities

- Verify traffic can be routed through Customer's firewall and reaches end user workstations.

CloudConnect Installation and Configuration (applicable for CommandCentral Aware purchase)

Motorola Responsibilities

- Verify remote access capability.
- Remotely configure CloudConnect Virtual Machine within the Cloud Anchor Server.
- Configure network connectivity and test connection to the CloudConnect Virtual Machine.
- Create an IPSEC tunnel.
- Provide Customer with the information for setting up the IPSEC tunnel.

Customer Responsibilities

- Provide Motorola with two static IP addresses, corresponding subnet masks/default gateway, and available NTP and DNS IP for the CloudConnect Virtual Machine and the Cloud Anchor Server.
- Confirm with Motorola the network performance requirements are met.
- Configure firewall to allow traffic from IPSEC tunnel.

Completion Criteria

- CloudConnect Virtual Machine configuration is complete and accessible throughout the network.

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CommandCentral Evidence (if applicable)

Motorola will work with the Customer to determine best industry practices, current operations environment, and subsystem integration to ensure optimal configuration of your CommandCentral Evidence solution.

Motorola Responsibilities

- Use the CommandCentral Admin Portal to provision users, groups, and rules based on Customer Active Directory data.
- Guide the Customer in the configuration of CommandCentral Evidence.

Customer Responsibilities

- Supply access and credentials to Customer's Active Directory for the purpose of Motorola conducting CommandCentral Evidence provisioning.
- Respond to Motorola's inquiries regarding users, groups and agency mapping to CommandCentral Evidence.
- Provision policies, procedures, and user permissions.
- Configure evidence as directed by Motorola.

Third-Party Interfaces (if applicable)

The integration between Motorola's LPR system and the Customer's third-party system may consist of an iterative series of activities depending on the complexity of accessing the third-party system. Interfaces will be installed and configured in accordance with the Project Schedule. The Customer is responsible for engaging third-party vendors as required to facilitate connectivity and testing of the interface(s).

Motorola Responsibilities

Develop and configure interface(s) to support the functionality described in the Solution Description.

Establish and validate connectivity between Motorola and third-party systems.

Perform functional demonstration to confirm the interface(s) can transmit and receive data to the Customer's digital evidence management system.

Customer Responsibilities

- Act as liaison between Motorola and third-party vendor(s) as required to establish connectivity to the LPR system.
- Provide personnel authorized to make changes to the network and third-party systems to support Motorola's integration efforts.
- Provide network connectivity between the LPR and the third-party system(s).
- Provide information on API, SDKs, data scheme, and any documentation necessary to establish interfaces with all local and remote systems. This information should be provided to the Motorola PM within ten (10) business days of the Interface Engagement Meeting.

NOTE - At the time of initial design, unknown circumstances, requirements or anomalies may present difficulties with interfacing Motorola products to a third-party application. These difficulties could result in a poorly performing or a non-functional interface. By providing Motorola with this information early in the deployment process, will put us in the best position to mitigate these potential issues. If the resolution requires additional third-party integration, application upgrades, APIs, and/or additional software licenses, the Customer is responsible for addressing these issues at their cost. Motorola is not responsible for any delays or costs associated with third-party applications or

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Customer-provided third-party hardware or software. All APIs provided by Motorola or integrations with third-party software are provided AS IS. Motorola is not liable for any claims or damages associated with third party applications, or Customer-provided third party hardware or software.

SYSTEM TRAINING

The objective of this section is to prepare for and deliver training. Motorola training consists of computer-based (online) and instructor-led (on-site or remote). Our training delivery methods will vary depending on course content. Training will be delivered in accordance with the Training Plan. As part of our training delivery, Motorola will provide user guides and training materials in an electronic format.

Online Training (if applicable)

Online training is made available to the Customer through LXP and/or Motorola vetted third party platforms.

Motorola Responsibilities

- Designate a LXP Administrator to work with the Customer (if applicable).
- Establish an accessible instance of LXP for the Customer (if applicable).
- Configure a Customer-specific portal view.
- Organize content to align with Customer's selected technologies.
- Create initial Customer user accounts and a single Primary Administrator account..
- Provide technical support for user account and access issues, LXP functionality, and Motorola managed content (if applicable).
- Provide instruction to Customer on building groups.
- Coordinate third party platform usage and additional course offerings

Customer Responsibilities

- Provide user information for the initial creation of accounts.
- Complete LXP Administrator training (if applicable).
- Ensure network and Internet connectivity for Customer access to training platforms.

Instructor-Led Training (On-Site and/or Remote, if applicable)

Instructor-led courses are based on products purchased and the Customer's Training Plan.

Motorola Responsibilities

- Deliver User Guides and training materials in an electronic format.
- Perform training in accordance with the provided Training Plan.
- Provide the Customer with training attendance rosters and summarize any pertinent information that may impact end user training.

Customer Responsibilities

- Supply classroom(s) with the required computer and audio-visual equipment for training.
- Designate training representatives who will work with the Motorola trainer(s) to deliver the training content.
- Facilitate training of all Customer end users in accordance with the Customer's Training Plan.

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Motorola Deliverables

- Electronic versions of User Guides and training materials.
- Attendance rosters.

PROJECT GO-LIVE, CLOSURE, AND HANDOVER TO SUPPORT

Motorola will utilize the Deployment Checklist throughout the deployment process to verify features and functionality are in line with installation and configuration requirements. The Customer will witness the ST demonstrating the Deployment Checklist and provide feedback as features and functionality are demonstrated. The Customer is considered Live on the system after the equipment has been installed, configured, and made available for use, and training has been delivered or made available to the Customer.

Upon the conclusion of Go-Live, the project is prepared for closure. Project closure is defined as the completion of tasks and the Customer's receipt of contracted components. The Deployment Checklist serves as the artifact that memorializes a project closure. A System Acceptance Certificate will be provided to the Customer for signature to formally close out the project. The Customer has ten (10) business days to provide Motorola with a signed System Acceptance Certificate. If the Customer does not sign off on this document or provide Motorola written notification rejecting project closure, the project will be deemed closed. Upon project closure, the Customer will engage with Technical Support for on-going needs in accordance with the Customer's specific terms and conditions of support.

Motorola Responsibilities

- Provide the Customer with Motorola Technical Support engagement process and contact information.
- Provide Technical Support with the contact information of Customer users who are authorized to engage Technical Support.
- Ensure Deployment Checklist is complete.
- Obtain Customer signature on the System Acceptance Certificate.
- Provide Customer survey upon closure of the project.

Customer Responsibilities

- Within ten (10) business days of receiving the System Acceptance Certificate, provide signatory approval signifying project closure.
- Provide Motorola with the contact information of users who are authorized to engage Motorola's Technical Support.
- Engage Technical Support as needed.

Motorola Completion Criteria

- Provide Customer with survey upon closure of the project.

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ASSUMPTIONS

This SOW is based on the following list of assumptions (if applicable):

- Customer is aware of and abiding by their States' laws, mandates and requirements in relation to the Hotlist
- Pole installations will be done on grassy/dirt/gravel areas or sites where excavation can easily be done with fstandard auger equipment.
- Site conditions meet all applicable industry and legal standards (including standards promulgated by OSHA or other governmental or regulatory bodies)
- Information provided and approved in the Presales DDR process was accurate

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LPR REMOTE MONITORING SERVICE

STATEMENT OF WORK

OVERVIEW

The Remote Monitoring service provides Motorola Solutions' Network Operations Center ("NOC") with operational status of Customer's LPR cameras, enabling the NOC to provide proactive technical support response to defined alerts from the Customer's camera system. When an actionable event takes place, it becomes an incident. Centralized Managed Support Operations ("CMSO") technologists acknowledge and assess these incidents, and initiate a defined response.

This Statement of Work ("SOW"), including all of its subsections and attachments, is an integral part of the applicable agreement and applicable addenda ("Agreement") between Motorola Solutions, Inc. ("Motorola Solutions") and the customer ("Customer"). All services provided under this SOW shall be governed by the terms of the Agreement.

DESCRIPTION OF SERVICE

This service is made up of two main components:

1. Upon initial purchase of this Service, Motorola Customer Representatives will onboard the Customer to receive service.
2. The alerts will be monitored and responded to by the NOC.

Alerts will be generated based on the health status of the camera. These alerts may be tied to events like a camera losing power or not recording detections after a defined period of time.

SCOPE

Remote Monitoring service will provide a response to detected health status alerts. The NOC will begin the standard troubleshooting process on the system directly and initiate the appropriate next steps.

MOTOROLA SOLUTIONS RESPONSIBILITIES

- Verify connectivity and event monitoring prior to system acceptance or start date of the Service.
- Once alerted, create an incident, as necessary. Gather information to perform the following:
  - Describe the event
  - Assign and track the incident to resolution (if applicable)
- Electronically transmit the Incident ticket to the Customer.
- Maintain communication as needed with the Customer in the field until incident resolution.
- Upon request, provide updates on incident resolution to the Customer.
- If the Customer would like to have an on-site technician dispatched, LPR Standard On-site Replacement is an optional solution available for purchase with associated fees.

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LIMITATIONS AND EXCLUSIONS

The following activities are outside the scope of the LPR Remote Monitoring service:

- Motorola Solutions will not monitor alerts from any elements outside of the Customer's identified LPR solution, or monitor infrastructure provided by a third party, unless specifically agreed upon in writing. Monitored elements must be within the Motorola LPR Solution and capable of sending alerts to the monitoring platform.
- Customer shall inform Motorola Solutions of any changes made to the Motorola Solutions System. Motorola Solutions is not responsible or liable for Services necessary due to such changes. Additional support charges above contracted service agreement fees may apply if Motorola Solutions determines that system faults were caused by the Customer or a third party making changes to the System without written approval from Motorola Solutions.
- Monitoring of network transport, such as WAN ports, WAN Cloud and redundant paths, unless provided by supplemental service outside this standard scope.
- On-site visits required to resolve technical issues that cannot be resolved by working remotely with the Customer's technical resource.
- System installations, hardware upgrades and expansions.
- Customer training.
- Hardware repair and/or replacement.
- Network security services.
- Information Assurance.
- Customer-provided or third-party equipment, services or software not provided by Motorola.

CUSTOMER RESPONSIBILITIES

- Provide internet connectivity for the camera(s) included in this service, unless otherwise provided as agreed upon by Motorola Solutions.
- Purchase camera licenses for any cameras covered by this service.
- Provide access to the camera as needed for troubleshooting efforts.
- Provide continuous utility service to any Motorola Solutions supported equipment installed or used at the Customer's premises to support delivery of the service. The Customer agrees to take reasonable due care to secure the Motorola Solutions supported equipment from theft or damage while on the Customer's premises.
- Prior to contract start date, provide Motorola Solutions with pre-defined information necessary to complete a Customer Support Plan (CSP), including:
  - Incident notification preferences and procedure
  - Repair verification preference and procedure
  - Database and escalation procedure forms
- Submit timely changes in any information previously supplied to Motorola Solutions and included in the CSP.
- Notify the CMSO when the Customer performs any activity that impacts the system. Activity that impacts the system may include, but is not limited to: installing software or hardware upgrades, performing upgrades to the network, renaming elements or devices within the network, moving (including installing/reinstalling/deinstalling) cameras, and taking down part of the system to perform maintenance. All such changes must be communicated through the opening of a Change ("CRQ) ticket with the NOC.
- Allow Motorola Solutions field service technician, if designated in the CSP, access to remove Motorola Solutions-owned monitoring equipment upon cancellation of service.

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- Provide Motorola Solutions with all Customer-managed passwords required to access the Customer's system upon request, when opening a request for service support, or when needed to enable response to a technical issue.
- Pay additional support charges above the contracted service agreements that may apply if it is determined that system faults were caused by the Customer or a third party making changes to the System without written approval from Motorola Solutions, or if Customer-provided network connectivity is not capable of supporting consistent heartbeat event transmission. Additional fees may be necessary to resolve an issue, based on the exclusions above.
- Cooperate with Motorola Solutions and perform reasonable or necessary acts to enable Motorola Solutions to provide these services.

RESPONSE TIMES

In the event of an incident, a ticket is opened. Motorola Solutions will provide an initial response during normal business hours: 8:00 a.m. to 5:00 p.m, Monday through Friday; excluding statutory (Federal and State) holidays, and excluding Customer-specific holidays when a Customer representative would not be available to collaborate with the CMSO Service Desk. Motorola's response time will be based on Customer's local time zone.

Upon ticket opening, the CMSO Service Desk and Technical Support will determine if a replacement camera and/or solar panel will be required to resolve the incident. Motorola will then notify Customer to request an advance replacement unit through their warranty coverage.

If On-site Standard Replacement has been purchased and meets requirements, the Customer will then notify the Service Desk upon receipt of the replacement unit. Motorola will aim to have a Field Service Technician arrive on-site within 8 hours of confirmation that Customer has received the replacement unit.

Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the ""Underlying Agreement"") that authorizes Customer to purchase equipment and/or services or license software (collectively ""Products""). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.
Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 - #: 36-1115800

LPR STANDARD ON-SITE REPLACEMENT STATEMENT OF WORK

OVERVIEW

Motorola Solutions' LPR Standard On-site Replacement service provides incident management for on-site technical service requests associated with hardware replacement provided under warranty or extended warranty. The service is delivered by Motorola's Centralized Managed Support Operations ("CMSO") in cooperation with a local service provider.

This Statement of Work ("SOW"), including all of its subsections and attachments, is an integral part of the applicable master agreement and any applicable addenda ("Agreement") between Motorola Solutions, Inc. ("Motorola") and the customer ("Customer"). All services provided under this SOW shall be governed by the terms of the Agreement.

LPR On-site Replacement Service may also be referred to herein as On-site Support.

DESCRIPTION OF SERVICE

The Motorola CMSO team will receive a request for support that may ultimately require replacement of the hardware under warranty. This replacement will then result in a request for on-site service.

The dispatched field service technician will travel to the Customer's location to restore the system in accordance with Section 1.8: Response Times.

Motorola will manage incidents as described in this SOW. The CMSO Service Desk will maintain contact with the field service technician until incident closure.

GEOGRAPHIC AVAILABILITY

LPR Standard On-site Replacement is available in the United States where certified Motorola servicers are present. Response times are based on the Customer's local time zone, availability of personnel and equipment, and site location.

INCLUSIONS

LPR Standard On-site Replacement Service is provided for Motorola-manufactured equipment, specifically the L6Q camera and associated solar panel, whose installed height is reachable using a maximum 14-foot A-frame ladder. In addition, the equipment must be covered by a warranty plan with advanced replacement as a prerequisite for the LPR Standard On-site Replacement Service.

LIMITATIONS AND EXCLUSIONS

The following items are excluded from this service:

- All Motorola-manufactured equipment beyond the post-cancellation support period.
- Any technical service requests related to equipment or hardware no longer under warranty, third-party equipment or software, including Broadband Services and related hardware.
- Physically damaged equipment.
- Accessories and consumable items including, but not limited to, batteries, connectors, cables, toner or ink cartridges, tower lighting, laptop computers, monitors, keyboards and mouse.

Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the ""Underlying Agreement"") that authorizes Customer to purchase equipment and/or services or license software (collectively ""Products""). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.
Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 - #: 36-1115800

- Retrieval of video from malfunctioning LPR Cameras.
- Construction related services and poles.
- Procurement or use of a Bucket Truck or any specialized equipment for accessing or servicing equipment above 14-foot height.
- Permitting (unless otherwise agreed upon by parties in writing), local licensing and coordination and costs associated with Public Safety.
- State or City-specific specialty contractor licenses.
- Procuring or coordinating traffic control where the service is to be performed.
- Any electrical or utility work that may be found to be required to restore operation of the equipment.
- RF infrastructure and backhaul components, including but not limited to, antennas, transmission lines, antenna dehydrators, microwave, line boosters, amplifiers (such as tower top amplifiers and bi-directional amplifiers), logging recorders, data talker wireless transmitters, short haul modems, combiners, multicouplers, duplexers, shelters, shelter HVAC, generators, UPS's and test equipment.
- Racks, furniture and cabinets.
- Tower and tower-mounted equipment
- Non-standard configurations, customer-modified equipment, and certain third-party equipment, software or solutions.
- Any services and replacements during unsafe conditions, including but not limited to Acts of God, Natural Disasters and unsafe weather and site conditions.

MOTOROLA SOLUTIONS RESPONSIBILITIES

- Receive service requests.
- Dispatch a field service technician, as necessary and in accordance with Motorola standard procedures, and provide necessary incident information.
- Provide the required personnel access to relevant Customer information, as needed.
- Motorola Solutions field service technician will perform the following on-site:
  - If applicable, evaluate the customer's environment and equipment to determine the source of the issue. This may result in restoration of camera functionality without replacement.
  - If necessary, replace defective LPR Equipment, per the warranty or extended warranty coverage associated with the defective equipment.
  - Technician will be equipped with the tools and documentation needed to perform the work and will supply ancillary materials required to perform the service
  - Update the component with the latest Firmware and/or Software updates and confirm updates.
- Close the incident upon receiving notification from the Customer or Motorola field service technician, indicating the incident is resolved.
- Provide incident activity reports to the Customer, if requested.

CUSTOMER RESPONSIBILITIES

- Prior to start date, provide Motorola with the following pre-defined Customer information and preferences necessary:
  - Incident notification preferences and procedure
  - Repair verification preference and procedure
  - Database and escalation procedure forms
- As part of service onboarding, establish a Maintenance User Account (username/login) that is to be provided to the responding on-site technician, to be utilized by the technician in effecting camera configuration as needed.

Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the ""Underlying Agreement"") that authorizes Customer to purchase equipment and/or services or license software (collectively ""Products""). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.
Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 - #: 36-1115800

- Submit timely changes to any information, previously supplied to Motorola, which is needed for Motorola to perform the service.
- Provide the following information when initiating a service request:
  - Serial number of Camera
  - Assigned System ID number
  - Problem description and site location
  - Other pertinent information requested by Motorola to open an incident
- Provide field service technician with prompt and safe access to equipment
  - Customer will ensure that (a) all Sites are safe and secure, (b) Site conditions meet all applicable industry and legal standards (including standards promulgated by OSHA or other governmental or regulatory bodies), (c) to the extent applicable, Sites have adequate physical space, air conditioning, and other environmental conditions, electrical power outlets, distribution, equipment, connections, and telephone or other communication lines (including modem access and interfacing networking capabilities), and (d) Sites are suitable for the installation, use and maintenance of the Products and Services. Customer is responsible for providing a security detail to facilitate a safe working environment, at Motorola's request, while a Motorola employee or servicer/subcontractor is conducting on-site demonstrations, installations or site walks. If Motorola or Customer identifies any deficiencies or non-conformities in the Site, Customer will promptly remediate such issues or the Parties will select a replacement Site.
- Maintain and store software needed to restore the system in an easily accessible location.
- Maintain and store proper system backups in an easily accessible location.
- Cooperate with Motorola and perform reasonable or necessary acts to enable Motorola to provide these services.
- Provide a primary onsite contact to be available, as needed, to the Motorola technician.
- In the event that Motorola agrees in writing to provide supplemental LPR On-site Replacement Services to Customer-provided third-party elements, the Customer agrees to obtain and provide applicable third-party consents or licenses to enable Motorola to provide the service. All services provided by Motorola in this case are provided AS IS with no warranties or representations. Additionally, Motorola disclaims all liability for any claims related to supplemental services and third-party elements.
- Customer responsible to complete the advanced replacement cycle and return camera.
- Customer responsible for ensuring the solar panels and camera lenses are inspected and cleaned annually.

RESPONSE TIMES

In the event of an incident, a ticket is opened. Motorola will provide an initial response during normal business hours: 8:00 a.m. to 5:00 p.m, Monday through Friday; excluding statutory (Federal and State) holidays, and excluding Customer-specific holidays when a Customer representative would not be available to collaborate with the CMSO Service Desk and onsite technician. Motorola's response time will be based on Customer's local time zone, availability of personnel and equipment and site location.

Upon ticket opening, the CMSO Service Desk and Technical Support will determine if a replacement camera and/or solar panel will be required to resolve the incident. Motorola will then notify Customer to request an advance replacement unit through their warranty coverage. Customer will then notify the Service Desk upon receipt of the replacement unit. Motorola will aim to have a Field Service Technician arrive on-site within 8 hours of confirmation that Customer has received the replacement unit.

Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the ""Underlying Agreement"") that authorizes Customer to purchase equipment and/or services or license software (collectively ""Products""). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.
Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 - #: 36-1115800

Motorola Solutions, Inc.
Demi Pajic
Date 1/13/2026

Re: QUOTE-3447960

Agency: COLUMBIA POLICE DEPT
Total Cost: 25785.36
Contract Reference: (3) Solar L6Qs VaaS with Installation

Please be advised that the COLUMBIA POLICE DEPT will purchase the goods and/or services offered in your Quote QUOTE-3447960 dated 1/5/2026 1:05 PM . This constitutes a purchase pursuant to the terms of the specified contract below, including any applicable addenda. Terms are NET 30 unless otherwise agreed upon.

Specified Contract: Master Customer Agreement and attached addenda, signed concurrently herewith.

Agency affirms that a purchase order or notice to proceed is not required for contract performance or for subsequent years of service, and acknowledges that pursuant to , the funds for this purchase has been authorized. Customer agrees to appropriate funding in accordance with the contract.

Invoices shall be according to the milestone schedule included in the quote and services agreement, should reference ' QUOTE-3447960 ' and be sent to:

COLUMBIA POLICE DEPT
Attn:

The equipment will be shipped to the customer at the following address, and the ultimate destination where the equipment will be delivered to the customer is:

COLUMBIA POLICE DEPT
Attn:

Sincerely,

Signature:

Name:

Title:

Email:

Approved as to Legal Form:
Jake Hubbell, City Attorney

Online Terms Acknowledgement

This Online Terms Acknowledgement (this "**Acknowledgement**") is entered into between Motorola Solutions, Inc.("**Motorola**") and the entity set forth in the signature block below ("**Customer**").

1. Online Terms Acknowledgement. The Parties acknowledge and agree that the applicable terms available at https://www.motorolasolutions.com/product-terms are incorporated in and form part of the Parties' agreement as it relates to any Products or Services sold or provided to Customer. By signing the signature block below, Customer certifies that it has read and agrees to the provisions set forth and linked on-line in this Acknowledgement. To the extent Customer is unable to access the above referenced online terms for any reason, Customer may request a paper copy from Motorola. The signatory to this Acknowledgement represents and warrants that he or she has the requisite authority to bind Customer to this Acknowledgement and referenced online terms.

2. Entire Agreement. This Acknowledgement supplements any and all applicable and existing agreements, and supersedes any contrary terms as it relates Customer's purchase of products and services. This Acknowledgement and referenced terms constitutes the entire agreement of the Parties regarding the subject matter hereof and as set out in the referenced terms, and supersedes all previous agreements, proposals, and understandings, whether written or oral, relating to this subject matter.

3. Execution and Amendments. This Acknowledgement may be executed in multiple counterparts, and will have the same legal force and effect as if the Parties had executed it as a single document. The Parties may sign in writing or by electronic signature. An electronic signature, facsimile copy, or computer image of a signature, will be treated, and will have the same effect as an original signature, and will have the same effect, as an original signed copy of this document. This Acknowledgement may be amended or modified only by a written instrument signed by authorized representatives of both Parties.

4. Upon signature, Customer authorizes Motorola to proceed with all deliverables of this order for an order value of 25785.36

5. Purchase Order Requirements (Customer check one only)

☐ Purchase Order is issued and attached.

☐ No Purchase Order is required. Customer affirms that this ordering document is the only notice to proceed required, no further purchase orders will be issued against this order, and that funding has been encumbered for this order in its entirety.

6. Ship to, bill to and Ultimate Destination addresses are provided on the quote , attached to this letter or included on the Purchase Order.

The Parties hereby enter into this Acknowledgement as of the last signature date below.

Motorola Solutions, Inc.	**Customer:** COLUMBIA POLICE DEPT
By:	By:
Name:	Name:
Title:	Title:
Date:	Date:

Approved as to Legal Form:

Jake Hubbell, City Attorney

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT
Bailey Fitzgerald, Chief's Administrative Assistant, bfitzgerald@columbiatn.gov, 931-560-1612

AGENDA ITEM TITLE: APPROVE AND AUTHORIZE THE MAYOR TO SIGN THE AMENDMENT TO THE TENNESSEE HIGHWAY SAFETY (THSO) GRANT CONTRACT WHICH REDUCES THE GRANT CONTRACT AMOUNT FROM $28,442.32 TO $22,753.86

RECOMMENDATION: Approve.

INFORMATION: The Tennessee Highway Safety Office has reduced the original awarded grant amount by 20% ($5,688.46) that was approved by Council in October of 2025. The grant was awarded for the original amount of $28,442.32 for the purpose of purchasing radars and a traffic message board, along with overtime for traffic safety assignments. The amended amount is $22,753.86.

ATTACHMENTS: Staff Report, Grant Amendment Contract, Amendment explanation of Reduction.

GRANT AMENDMENT

Agency Tracking #	Edison ID	Contract #	Amendment #
34901-01621	87701	Z26THS076	One (01)

Contractor Legal Entity Name	Edison Vendor ID
Columbia Police Department	4067

Amendment Purpose & Effect(s)

The purpose of this Amendment One (01) is to decrease the maximum liability (Grant Contract Section C.1.) due to a decrease in the overall availability of federal funds, to replace Grant Contract Attachment One (Grant Budget) with an updated Grant Contract Attachment One, and to replace Grant Contract Attachment Two (Federal Award Identification Worksheet) with an updated Grant Contract Attachment Two

Amendment Changes Contract End Date: ☐ YES ☒ NO **End Date:** 09/30/2026

TOTAL Contract Amount INCREASE or DECREASE per this Amendment (zero if N/A): **($5,688.46)**

Funding —

FY	State	Federal	Interdepartmental	Other	TOTAL Contract Amount
2026		$28,442.32			$28,442.32
2026		($5,688.46)			($5,688.46)
TOTAL:		**$22,753.86**			**$22,753.86**

Budget Officer Confirmation: There is a balance in the appropriation from which obligations hereunder are required to be paid that is not already encumbered to pay other obligations.

CPO USE

Speed Chart (optional)	Account Code (optional)
	71302000

AMENDMENT ONE (01)
OF GRANT CONTRACT Z26THS076

This Grant Contract Amendment is made and entered by and between the State of Tennessee, Department of Safety and Homeland Security, hereinafter referred to as the "State" and Columbia Police Department, hereinafter referred to as the "Grantee." It is mutually understood and agreed by and between said, undersigned contracting parties that the subject Grant Contract is hereby amended as follows:

1. Grant Contract section C.1. is deleted in its entirety and replaced with the following:

   C.1 Maximum Liability. In no event shall the maximum liability of the State under this Grant Contract exceed Twenty Two Thousand Seven Hundred and Fifty Three Dollars and Eighty Six Cents ($22,753.86) ("Maximum Liability"). The Grant Budget, attached and incorporated hereto as Attachment One, shall constitute the maximum amount due the Grantee under this Grant Contract. The Grant Budget line-items include, but are not limited to, all applicable taxes, fees, overhead, and all other direct and indirect costs incurred or to be incurred by the Grantee.

2. Grant Contract Attachment One is deleted in its entirety and replaced with the new Attachment One attached hereto.

3. Grant Contract Attachment Two is deleted in its entirety and replaced with the new Attachment Two attached hereto.

Required Approvals. The State is not bound by this Amendment until it is signed by the contract parties and approved by appropriate officials in accordance with applicable Tennessee laws and regulations (depending upon the specifics of this contract, said officials may include, but are not limited to, the Commissioner of Finance and Administration, the Commissioner of Human Resources, and the Comptroller of the Treasury).

Amendment Effective Date. The revisions set forth herein shall be effective once all required approvals are obtained. All other terms and conditions of this Grant Contract not expressly amended herein shall remain in full force and effect.

IN WITNESS WHEREOF,

Columbia Police Department:

GRANTEE SIGNATURE **DATE**

PRINTED NAME AND TITLE OF GRANTEE SIGNATORY (above)

DEPARTMENT OF SAFETY AND HOMELAND SECURITY:

JEFF LONG, COMMISSIONER **DATE**

Approved as to Legal Form:

Jake Hubbell, City Attorney

ATTACHMENT TWO

Federal Award Identification Worksheet

Subrecipient's name (must match name associated with its Unique Entity Identifier (SAM)	Columbia Police Department
Subrecipient's Unique Entity Identifier (SAM)	KRSLDUJCDT44
Federal Award Identification Number (FAIN)	69A37525300004020TN0
Federal award date	10/01/2025
Subaward Period of Performance Start and End Date	10/01/2025 - 09/30/2026
Subaward Budget Period Start and End Date	10/01/2025 - 09/30/2026
Assistance Listing number (formerly known as the CFDA number) and Assistance Listing program title.	20.600, State and Community Highway Safety
Grant contract's begin date	10/01/2025
Grant contract's end date	09/30/2026
Amount of federal funds obligated by this grant contract	$22,753.86
Total amount of federal funds obligated to the subrecipient	$22,753.86
Total amount of the federal award to the pass-through entity (Grantor State Agency)	$7,468,389.33
Federal award project description (as required to be responsive to the Federal Funding Accountability and Transparency Act (FFATA)	State and Community Highway Safety
Name of federal awarding agency	National Highway Traffic Safety Administration (NHTSA)
Name and contact information for the federal awarding official	Atlanta Federal Center 61 Forsyth Street, SW Atlanta, GA 30303 Phone: (404) 562-3739 Fax: (404) 562-3763 E-mail: Region4@dot.gov
Name of pass-through entity	Tennessee Department of Safety and Homeland Security, Tennessee Highway Safety Office
Name and contact information for the pass-through entity awarding official	Buddy Lewis, Director Tennessee Highway Safety Office Tennessee Tower, 25th Floor 312 Rosa L. Parks Avenue Nashville, TN 37243 Telephone #: (615) 741-2589
Is the federal award for research and development?	No
Indirect cost rate for the federal award (See 2 C.F.R. §200.332 for information on type of indirect cost rate)	0%

TN Department of Safety & Homeland Security

TENNESSEE HIGHWAY SAFETY OFFICE
helping you ARRIVE

To: Tennessee Highway Safety Parters

From: Director Buddy Lewis
Tennessee Highway Safety Office

Date: February 18, 2026

Subject: FFY 2026 Budget Adjustment

Tennessee Highway Safety Partners,

While this information is not easy to share, after careful review, it is necessary. And because of our long-standing relationship and impressive work together over the years, we know you will work with us as we move through this current fiscal adjustment. This memo is to inform you of necessary reductions that will be made to many of our FFY 2026 grant awards. To be clear, this is directly impacting our current fiscal year, October 1, 2025 – September 30, 2026.

How did we get here? During and shortly after the pandemic, our office like many other agencies, had a sizable surplus of funding available that had to be spent, per federal regulations. This exponentially increased our carryforward funds for several years. The THSO increased the award amounts on many of our grant programs, primarily traffic safety enforcement projects, over the course of three grant years to expend that surplus of carryforward. Over the last couple years, our office preemptively began to reduce grant award amounts. Our office made FFY2026 award determinations during the summer of 2025 based on estimated funding levels that include new funding as well as projected carryforward funds that were not used from previous grant years. Unfortunately, that funding is no longer available, which left our FFY 2026 budget short of our estimations. Therefore, our office has no option other than to lower the amount of grants awarded to many agencies in FFY 2026. While we will primarily focus on reductions in law enforcement overtime funding, there are other areas which will be required to show reductions as well. A simple across the board reduction will not solve our issues due to our funding from NHTSA being divided into various program categories, at varying funding levels, with differing requirements and limitations.

Grants impacted will be adjusted by approximately 20%. Your THSO program manager will send you an amendment in the next few days to adjust the funding level. We must process these amendments quickly. If you do not sign and return the amendment within 30 days of us sending it to you electronically, our office will be forced to terminate the grant based on

the *Subject to Funds Availability* clause located in section D of your contract (see below). While this is absolutely not a desirable process for our office or our partners, we must realign the budget based on the normal level of funding. Following that, a grant modification will be necessary to update your grant budget in our TN Grants system, with which your program manager can assist you.

As you plan for FFY 2027 grant applications, be prepared to submit a budget based on the newly adjusted level of your current grant. Rest assured, we are immediately building in protective measures in our fiscal planning for future years, beginning with FFY2027.

We appreciate your understanding and cooperation.

Sincerely,

Clyde Lewis

Clyde "Buddy" Lewis
Director

Subject to Funds Availability. This Grant Contract is subject to the appropriation and availability of State or Federal funds. In the event that the funds are not appropriated or are otherwise unavailable, the State reserves the right to terminate this Grant Contract upon written notice to the Grantee. The State's right to terminate this Grant Contract due to lack of funds is not a breach of this Grant Contract by the State. Upon receipt of the written notice, the Grantee shall cease all work associated with the Grant Contract. Should such an event occur, the Grantee shall be entitled to compensation for all satisfactory and authorized services completed as of the termination date. Upon such termination, the Grantee shall have no right to recover from the State any actual, general, special, incidental, consequential, or any other damages whatsoever of any description or amount.

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Regina Connelly, Purchasing Agent, rconnelly@columbiatn.gov, 931-560-1580

AGENDA ITEM TITLE: APPROVE PURCHASE OF CROWD PROTECTION BARRIERS UTILIZING THE VCIF (VIOLENT CRIMES INTERVENTION FUNDS) GRANT IN THE AMOUNT OF $261,520.00 FROM GSA CONTRACT #47QSWA19D001F.

RECOMMENDATION: Approve.

INFORMATION: The City Purchasing Policy Section 3.13 State Contracts and Other Government Agency Contracts states State, Government Agency, and Organizations may have entered into contracts that have already been competitively bid and awarded with the understanding that other governmental entities may purchase the items bid under the same terms and conditions as prescribed in the solicitation of the originating government. This method of purchase is commonly known as interlocal purchasing agreement or “piggybacking”, and is particularly desirable if time is a constraint or if the chances for obtaining better prices from other sources is poor. Utilization of these sources waives the requirement for a formal competitive bid.

The City was awarded funds from the State of Tennessee through their VCIF Grant and will be utilizing a portion of these funds to make this purchase.

Utilizing GSA Contract #47QSWA19D001F, the City will be purchasing crowd protection barriers that can be beneficial for many different City events.

CERTIFICATION: The Chief Financial Officer certifies that $261,520 is budgeted and unencumbered in Grants - VCIF Grants - City Improvements.

ATTACHMENTS: Staff Report, Quote

GSA Contract #47QSWA19D001F

Meridian Rapid Defense Group Sales LLC
177 E. Colorado Blvd
Suite 200
Pasadena CA 91105
United States

Quote

#QUO-S-12656

02/20/2026

Bill To
Columbia, TN, Public Works Dept
1028 J.R. Campbell Drive
Columbia TN 38401
United States

Ship To
Columbia, TN, Public Works Dept
1028 J.R. Campbell Drive
Columbia TN 38401
United States

Date	Expires	Shipping Method	Sales Rep
02/20/2026	05/21/2026	Common Carriers - Sales	Brenton . Lee

Item		Price Level	Quantity	Rate	Amount
T1000	Archer T-1000 Drop Deck Trailer	GSA	2	34,247.85	$68,495.70
AB1200	Archer 1200 Barrier	GSA	18	6,513.75	$117,247.50
AMHA003-2	Archer Manual Hauler 2.0	GSA	4	1,925.18	$7,700.72
AFTB001	Archer Field Tow Bar	GSA	2	574.18	$1,148.36
AACN4F022	4’ Arrestor Cable 2.0	GSA	17	574.18	$9,761.06
RG	Archer Rapid Gate Kit	GSA	2	12,540.18	$25,080.36
AMB1200WS	Wayfinding Frame	GSA	18	574.18	$10,335.24
ACP001ADA	3 Channel ADA Cable Protector (1 Piece)	GSA	34	287.09	$9,761.06
MCTR002	Annual Certified Training	Open Market	1	3,995.00	$3,995.00

Subtotal	$253,525.00
Shipping Cost	$7,995.00
Tax (0%)	$0.00
Total	$261,520.00

Notes:

Payment Terms:
Due to high demand, Meridian is requesting a 50% deposit to ensure timely delivery of your product.

Wire Transfer Instructions:
Meridian Rapid Defense Group Sales LLC
Account Number: 568605235
Bank Name: Chase Bank, N.A.
Wire Routing : 021000021
ACH Routing : 322271627

Check Remittance:
530 New Los Angeles Ave #115-345
Moorpark, CA 93021

QUO-S-12656

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Kim Dale, Assistant City Recorder, kdale@columbiatn.gov, 931-560-1579

AGENDA ITEM TITLE: RESOLUTION 26-12 - A RESOLUTION REQUESTING THE MAURY COUNTY ELECTION COMMISSION TO CONDUCT A CITY ELECTION FOR THE OFFICES OF MAYOR AND VICE-MAYOR ON TUESDAY, NOVEMBER 3, 2026.

RECOMMENDATION: Approve.

INFORMATION: This is the required Resolution to request the Maury County Election Commission to conduct the City election for the offices of Mayor and Vice-Mayor to be held on November 3, 2026.

CERTIFICATION: N/A

ATTACHMENTS: Staff Report; Resolution 26-12

A RESOLUTION REQUESTING THE MAURY COUNTY ELECTION COMMISSION TO CONDUCT A CITY ELECTION FOR THE OFFICES OF MAYOR AND VICE MAYOR ON TUESDAY, NOVEMBER 3, 2026

WHEREAS, Article 2, Section 2.01 of the City Charter of the City of Columbia prescribes the procedure for the calling and conducting of City elections; and

WHEREAS, the Maury County Election Commission is authorized to conduct City elections of the City of Columbia, in accordance with State law subject to the request of the Columbia City Council per resolution; and

WHEREAS, the Columbia City Council desires to call a City election for November 3, 2026 to conduct the election for the offices of Mayor and Vice Mayor for the City of Columbia.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF COLUMBIA, TENNESSEE AS FOLLOWS:

1) The City Council hereby requests the Maury County Election Commission to conduct a City election for the offices of Mayor and Vice Mayor to be held on November 3, 2026.

2) A certified copy of this resolution shall be forwarded to the Maury County Election Commission.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF COLUMBIA, TENNESSEE, this the _____ day of _____, 2026.

_____
CHARLES (CHAZ) M. MOLDER, MAYOR

ATTEST:

_____
THAD H. JABLONSKI, CITY RECORDER

LEGAL FORM APPROVED:

_____
JAKE HUBBELL, CITY ATTORNEY

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Michele Stevens, City Recorder's Office, mstevens@columbiatn.gov, 931-560-1520

AGENDA ITEM TITLE: RESOLUTION NO. 26-13 – TAX CORRECTIONS

RECOMMENDATION: Approve Resolution No. 26-13.

INFORMATION: The City Recorder is presenting tax corrections through 2/19/2026 for Council consideration as submitted by Mr. Bobby Daniels, Maury County Tax Assessor.

CERTIFICATION:

ATTACHMENTS: Staff Report for Resolution 26-13; Resolution No. 26-13; Resolution No. 26-13 Exhibit A.

RESOLUTION

WHEREAS, the City of Columbia, Tennessee, has on its books certain property that is assessed which should not be assessed; and

WHEREAS, the City of Columbia, Tennessee, has on its books certain property that is incorrectly assessed; and

WHEREAS, the City of Columbia, Tennessee, desires to correct these errors to properly reflect the corrections on the books of the City of Columbia.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF COLUMBIA, that the following corrections are hereby approved:

(SEE EXHIBIT "A" ATTACHED HERETO)

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF

COLUMBIA, TENNESSEE, this the _____ day of _____, 2026.

_____
CHARLES (CHAZ) M. MOLDER, MAYOR

ATTEST:

_____
THAD H. JABLONSKI, CITY RECORDER

LEGAL FORM APPROVED:

_____
JAKE HUBBELL, CITY ATTORNEY

TAX CORRECTIONS – EXHIBIT A
RESOLUTION NO. 26-13

1. DELETE 2025 PERSONAL PROPERTY TAX IN THE NAME OF WILKINSON RENTAL. MAP 112L D 013.00 P 001, 1417 LYON ST. PROPERTY VALUE $15,000.00, ASSESSED VALUE $4,500.00, AND TAXES $37.00. DUE TO KEYING ERROR PER MAURY COUNTY TAX ASSESSOR.

2. DELETE 2025 PERSONAL PROPERTY TAX IN THE NAME OF RISEUP LOGISTICS LLC. MAP 114A B 008.00 P 001, 2112 POLK DR. PROPERTY VALUE $50,000.00, ASSESSED VALUE $15,000.00, AND TAXES $124.00. DUE TO ACCOUNT CLOSED PER MAURY COUNTY TAX ASSESSOR.

3. PICK UP 2025 PERSONAL PROPERTY TAX IN THE NAME OF HILLER PLUMBING HEATING CO. MAP 113 080.28 P 500, 2555 PULASKI HWY. PROPERTY VALUE $61,727.00, ASSESSED VALUE $14,663.00, AND TAXES $121.00. PICKUP DUE TO 2025 AUDIT, PER MAURY COUNTY TAX ASSESSOR.

4. PICK UP 2025 PERSONAL PROPERTY TAX IN THE NAME OF HILLER PLUMBING HEATING CO. MAP 113 080.28 P 501, 2555 PULASKI HWY. PROPERTY VALUE $32,280.00, ASSESSED VALUE $7,668.00, AND TAXES $63.00. PICKUP DUE TO 2025 AUDIT FOR 2024 TAX YEAR, PER MAURY COUNTY TAX ASSESSOR.

5. DELETE 2025 PERSONAL PROPERTY TAX IN THE NAME OF GENES MOBILE REPAIR & SERVICES. MAP 099G B 021.00 P 001, 119 THOMAS DR. PROPERTY VALUE $7,884.00, ASSESSED VALUE $2,365.00, AND TAXES $20.00. DUE TO ACCOUNT AT WRONG ADDRESS, BUSINESS LOCATED OUTSIDE CITY LIMITS PER MAURY COUNTY TAX ASSESSOR.

6. DELETE 2025 PERSONAL PROPERTY TAX IN THE NAME OF JOHN RIDDLE PAINTING. MAP 042I C 027.00 P 001, 2778 BELLE MEADE PL. PROPERTY VALUE $6,171.00, ASSESSED

VALUE $1,851.00, AND TAXES $15.00. DUE TO ACCOUNT CLOSED PER MAURY COUNTY TAX ASSESSOR.

7. DELETE 2025 PERSONAL PROPERTY TAX IN THE NAME OF NATIONAL GENERAL MANAGEMENT. MAP 100N L 001.07 P 006, 1810 SHADY BROOK ST. PROPERTY VALUE $6,923.00, ASSESSED VALUE $1,645.00, AND TAXES $14.00. DUE TO KEYING ERROR PER MAURY COUNTY TAX ASSESSOR.

8. DELETE 2025 PERSONAL PROPERTY TAX IN THE NAME OF AMERICAN SMOKE. MAP 100L N 010.00 P 001, 1602 COLUMBIA AVE. PROPERTY VALUE $15,000.00, ASSESSED VALUE $4,500.00, AND TAXES $37.00. DUE TO ACCOUNT CLOSED PER MAURY COUNTY TAX ASSESSOR.

9. DELETE 2025 PERSONAL PROPERTY TAX IN THE NAME OF ORGANIZED DESIGNS. MAP 075L A 007.00 P 002, 116 STEVEN CT. PROPERTY VALUE $15,870.00, ASSESSED VALUE $4,761.00, AND TAXES $39.00. DUE TO ACCOUNT CLOSED PER MAURY COUNTY TAX ASSESSOR.

10. REFUND PARTIAL 2025 PROPERTY TAX IN THE NAME OF FOGLE RONALD W ETUX KERYN S. MAP 075L C 015.00, 1056 PRETENDER WAY. PROPERTY VALUE FROM $575,400.00 TO $515,715.00, ASSESSED VALUE FROM $143,850.00 TO $128,929.00 AND TAXES FROM $1,187.00 TO $1,064.00. REFUND OF $123.00 DUE TO INTERIOR OF UPSTAIRS DRAWN INCORRECTLY PER MAURY COUNTY TAX ASSESSOR.

11. REFUND PARTIAL 2024 PROPERTY TAX IN THE NAME OF FOGLE RONALD W ETUX KERYN S. MAP 075L C 015.00, 1056 PRETENDER WAY. PROPERTY VALUE FROM $575,400.00 TO $515,715.00, ASSESSED VALUE FROM $143,850.00 TO $128,929.00 AND TAXES FROM $1,187.00 TO $1,064.00. REFUND OF $123.00 DUE TO INTERIOR OF UPSTAIRS DRAWN INCORRECTLY PER MAURY COUNTY TAX ASSESSOR.

12. REFUND PARTIAL 2023 PROPERTY TAX IN THE NAME OF FOGLE RONALD W ETUX KERYN S. MAP 075L C 015.00, 1056 PRETENDER WAY. PROPERTY VALUE FROM $575,400.00 TO $515,715.00, ASSESSED VALUE FROM $143,850.00 TO $128,929.00 AND TAXES FROM $1,187.00 TO $1,064.00. REFUND OF $123.00 DUE TO INTERIOR OF UPSTAIRS DRAWN INCORRECTLY PER MAURY COUNTY TAX ASSESSOR.

13. PICK UP 2025 PERSONAL PROPERTY TAX IN THE NAME OF JC FORD COMPANY. MAP 101 034.23 P 500, 2007 OAKLAND PKWY. PROPERTY VALUE $2,912,292.00, ASSESSED VALUE $691,786.00, AND TAXES $5,708.00. PICKUP DUE TO 2025 AUDIT, PER MAURY COUNTY TAX ASSESSOR.

14. PICK UP 2025 PERSONAL PROPERTY TAX IN THE NAME OF JC FORD COMPANY. MAP 101 034.23 P 500, 2007 OAKLAND PKWY. PROPERTY VALUE $1,691,703.00, ASSESSED VALUE $507,511.00, AND TAXES $4,187.00. PICKUP DUE TO 2025 AUDIT FOR 2022 TAX YEAR, PER MAURY COUNTY TAX ASSESSOR.

15. PICK UP 2025 PERSONAL PROPERTY TAX IN THE NAME OF HERITAGE BANK & TRUST. MAP 113 E B 001.00 P 500, 217 S JAMES M CAMBELL BLVD. PROPERTY VALUE $70,016.00, ASSESSED VALUE $21,005.00, AND TAXES $137.00. PICKUP DUE TO 2025 AUDIT, PER MAURY COUNTY TAX ASSESSOR.

16. PICK UP 2025 PERSONAL PROPERTY TAX IN THE NAME OF HERITAGE BANK & TRUST. MAP 113 E B 001.00 P 500, 217 S JAMES M CAMBELL BLVD. PROPERTY VALUE $77,877.00, ASSESSED VALUE $23,363.00, AND TAXES $193.00. PICKUP DUE TO 2025 AUDIT FOR 2024 TAX YEAR, PER MAURY COUNTY TAX ASSESSOR.

17. REFUND PARTIAL 2024 PROPERTY TAX IN THE NAME OF DENNIS MATTHEW. MAP 099P M 037.00, 523 HUTTON DR. PROPERTY VALUE FROM $332,800.00 TO $318,300.00, ASSESSED VALUE FROM $83,200.00 TO $68,700.00 AND TAXES FROM $686.00 TO $656.00. REFUND OF $30.00 DUE TO

INCORRECT SQUARE FOOTAGE FOR 2024 APPRAISAL PER MAURY COUNTY TAX ASSESSOR.

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Kristie Basile, Senior Administrative Assistant, kbasile@columbiatn.gov, 931-560-1010

AGENDA ITEM TITLE: RESOLUTION NO. 26-14 - A RESOLUTION TO ACCEPT THE OWNERSHIP AND MAINTENANCE OF SEWER IMPROVEMENTS SERVING WOODWARD ESTATES

RECOMMENDATION: Approve Resolution No. 26-14.

INFORMATION: Woodward Estates consists of 1152 linear feet of sanitary sewer main. The Developers met all of the qualifications for acceptance. The Wastewater Department has performed the necessary testing and inspections.

CERTIFICATION:

ATTACHMENTS:
Resolution No. 26-14 Lien Affidavit and Resolution No. 26-14 Dedication Letter.

A RESOLUTION TO ACCEPT THE OWNERSHIP AND MAINTENANCE OF SEWER IMPROVEMENTS SERVING WOODWARD ESTATES

WHEREAS, The City of Columbia, has been requested to accept ownership and maintenance of 1152 linear feet of gravity main serving Woodward Estates; and

WHEREAS, the City of Columbia has inspected said sewer improvements and has determined that said sewer improvements meet the requirements imposed by the City of Columbia.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF COLUMBIA, that the City of Columbia does hereby accept the ownership and maintenance of said sanitary sewer improvements serving Woodward Estates.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF COLUMBIA, TENNESSEE, this the 12th day of March, 2026.

_____

CHARLES (CHAZ) M. MOLDER, MAYOR

ATTEST:

_____

THAD H. JABLONSKI, CITY RECORDER

LEGAL FORM APPROVED:

_____

JAKE HUBBELL, CITY ATTORNEY

Date: 15 August 2025

Columbia City Council
City of Columbia, Tennessee
City Hall
700 North Garden Street
Columbia, Tennessee 38401

Dear Council Members:

I wish to present for dedication to the Council of the City of Columbia, Tennessee, the wastewater system improvements installed to service Woodward Estates in the amount of 1152 linear feet. The Contractor installed the sanitary sewer according to the Standard Sewer Specifications of the City of Columbia.

You have been provided with CCTV and as-built drawings of the project and all inspections and testing has been completed. All fees required for dedication have been paid. You have also been provided a one-year maintenance surety in the amount of $27,936.00, set to expire one year from date of Council acceptance.

Acceptance by the Columbia City Council for these wastewater system improvements would be appreciated.

Sincerely,
Signed:

Print: Brandon Robertson

Lot Numbers included in this dedication: 1-11

AFFIDAVIT
TO
CITY OF COLUMBIA, TENNESSEE

Project: Woodward Estates

This is hereby an affidavit documenting there are no liens against the sewer improvements amounting to 1152 linear feet to service the property referenced above and an agreement to indemnify and hold harmless from any which may be asserted against same.

OWNER: A-1 Home Builders Inc.

SIGNATURE: _____
Brandon Robertson

DATE: 8/20/25

State of Tennessee County of Maury

Personally appeared before me, the undersigned authority, a Notary Public in and for said County, the within named A-1 Home Builders Inc., OWNER, with whom I am personally acquainted or provided to me on the basis of satisfactory evidence and who acknowledged that he, A-1 Home Builders Inc., OWNER signed the foregoing (Affidavit) instrument for the purpose herein contained.

Witness our hands and seal at City Hall this the 20 day of August, 2025.

_____
Notary Public Signature

Commission Expiration: 2.21.2029

TERESA INMAN
STATE OF TENNESSEE NOTARY PUBLIC
MAURY COUNTY

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Jill Carlson, Sr Administrative Assistant, jcarlson@columbiatn.com, 931-560-1451

AGENDA ITEM TITLE: RESOLUTION NO. 26-15 - A RESOLUTION RATIFYING THE ACCEPTANCE OF SPONSORSHIP DONATIONS FOR THE 2026 MIDSTATE CLASSIC SOFTBALL GAMES TO BE HELD AT RIDLEY SPORTS COMPLEX ON MARCH 10, 2026, IN THE AMOUNT OF NINETEEN THOUSAND DOLLARS ($19,000) – WARD 4

RECOMMENDATION: Approve Resolution No. 26-15.

INFORMATION: The City of Columbia has confirmed donations totaling $19,000 from Atmos Energy, Line To Line, Jones & Lang, Columbia Power & Water Systems, Rotary Breakfast Club, Columbia Noon Rotary, Sunstar Insurance, JR Wauford & Company, Maury County Visitors Bureau, Lose & Design, Southern Tre' and Chick-fil-A for the Midstate Classic Softball games to be held on March 10, 2026 at Ridley Sports Complex to help cover the cost of meals and other costs related to the teams/games.

ATTACHMENTS: Staff report, Resolution No. 26-15

A RESOLUTION RATIFYING THE ACCEPTANCE OF SPONSORSHIP DONATIONS FOR THE 2026 MIDSTATE CLASSIC SOFTBALL GAMES TO BE HELD AT RIDLEY SPORTS COMPLEX ON MARCH 10, 2026 IN THE AMOUNT OF NINETEEN THOUSDAND DOLLARS ($19,000)

WHEREAS, the City of Columbia has confirmed sponsorships totaling Nineteen Thousand Dollars ($19,000) from the following: Atmos Energy, Line To Line, Jones & Lang, Columbia Power & Water Systems, Rotary Breakfast Club, Columbia Noon Rotary, Sunstar Insurance, JR Wauford & Company, Maury County Visitors Bureau, Lose & Design, and Chick-fil-A for the Midstate Classic Softball Games to be held on March 10, 2026, at Ridley Sports Complex; and

WHEREAS, the sponsorship donations will be used for the cost of meals and services related to the games.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF COLUMBIA, that such City does hereby endorse the efforts of the City of Columbia by ratifying the acceptance of these sponsorship donations to cover the cost of meals and services.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF COLUMBIA, TENNESSEE, this the 12th day of March 2026.

_____
CHARLES (CHAZ) M. MOLDER, MAYOR

ATTEST:

_____
THAD H. JABLONSKI, CITY RECORDER

LEGAL FORM APPROVED:

_____
JAKE HUBBELL, CITY ATTORNEY

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Tourism & Marketing Department -Kellye Murphy

AGENDA ITEM TITLE: RESOLUTION NO. 26-16 - A RESOLUTION RATIFYING THE CITY OF COLUMBIA'S APPLICATION FOR THE GM ON MAIN STREET GRANT; ACCEPTING THE GRANT AWARD FOR $60,000 AND AUTHORIZING THE MAYOR TO EXECUTE DOCUMENTS RELATED TO ACCEPTING AND ADMINISTERING THE GRANT PROJECT.

RECOMMENDATION: Approve.

INFORMATION: The City of Columbia applied for the GM on Main Street Grant in the amount of $60,000 with no matching funds required. The awarded grant funds will be used for downtown beautification that includes wayfinding signage in the form of an art mural, two artistic crosswalks and a new information kiosk at the intersection of downtown and the Arts District. Additionally, a new bench, trash receptacle, and doggie waste station will be installed to enhance our Mars pet-friendly city accreditation.

CERTIFICATION:

ATTACHMENTS: Staff Report
GM on Main Street Grant

A RESOLUTION TO RATIFY THE CITY OF COLUMBIA'S APPLICATION FOR THE GM ON MAIN STREET GRANT AND AUTHORIZE THE MAYOR TO EXECUTE DOCUMENTS RELATED TO ACCEPTING AND ADMINISTERING THE GRANT

WHEREAS, the City of Columbia is eligible for funds in the amount of $60,000 for the GM on Main Street Grant; and

WHEREAS, this grant provides the opportunity to enhance the downtown area and help connect downtown with the Columbia Arts District; and

WHEREAS, this grant provides the opportunity to enrich the community, increase visitation and increase travel-generated revenue; and

WHEREAS, the City of Columbia will utilize said grant monies for downtown beautification, which includes wayfinding signage in the form of an art mural, two artistic crosswalks and a new information kiosk at the intersection of downtown and the Arts District. Additionally, a new bench, trash receptacle, and doggie waste station will be installed to enhance our Mars pet-friendly city accreditation.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY OF COLUMBIA that:

1. That City hereby ratifies the application for the GM on Main Street Grant.
2. The City Council approves of the grant award by GM on Main Street for $60,000 with no matching funds required.
3. The City Council hereby authorizes the Mayor to execute the grant contract and all other necessary documents related to receive and administer such grant funds during the project's term.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF COLUMBIA, TENNESSEE, this the _____ day of _____, 2026.

_____
CHARLES (CHAZ) M. MOLDER, MAYOR

ATTEST:

_____
THAD H. JABLONSKI, CITY RECORDER

LEGAL FORM APPROVED:

_____
JAKE HUBBELL, CITY ATTORNEY

Title

0029

02/13/2026

by **Nicole Poag** in **GM on Main Street Grant Program 2025-2026**

id. 53174019

npoag@sctdd.org

Original Submission

02/13/2026

	Program Overview The GM on Main Street Grant Program aims to enhance downtowns through transformative and innovative road safety and traffic calming initiatives in communities near GM facilities. The program provides funding for innovative road safety and traffic calming projects that will improve the safety, accessibility, and vibrancy of downtowns and neighborhood commercial districts. We're looking for ideas that will make your downtown more walkable, safe, accessible, and attractive for both visitors and residents. Proposals should focus on projects that promote pedestrian safety and traffic calming initiatives to improve quality of life in our Main Streets. Made possible by General Motors, this grant program prioritizes applications that are focused on road safety and traffic calming, innovative, inclusive, feasible, and replicable or easily scalable for other Main Street programs. Non-profit organizations and local government entities located in this year's eligible counties can submit their project proposals from Wednesday, November 19, 2025, at 12:00 p.m. CT to Friday, February 13, 2026 at 11:59p.m. CT. Please note that project proposals for the $60,000 GM on Main Street Grant should be feasible to complete and be usable by the public by November 30, 2026. Grantees will be selected by a review panel and alerted of their award by late April 2026. Grant recipients will each receive $60,000 to implement their project and will have seven months to complete their projects (May 1 – November 30, 2026). Recipients will be required to submit progress reports at the three- and six-month mark following the grant disbursement, and a final report will be due just after the full seven-month implementation period. All reports are to be completed using a template provided. Recipients will be required to attend three cohort meetings (to be scheduled with the group of grantees once selected). The application period will be open through Friday, February 13 at 11:59 p.m. CT. This application form cannot be changed once submitted. We recommend that you draft and save your responses in a separate document, and then copy and paste your responses into this form once ready to submit to ensure that no materials are lost. Make sure to read all information on program eligibility, eligible grant expenses, project inspiration & resources, review criteria, and tips for submitting a strong application on the GM on Main Street Grant Program webpage. Timeline Applications Open on Wednesday, November 19, 2025 Applications Close on Friday, February 13, 2026 at 11:59 p.m. CT Grant Recipients Notified by late April 2026 Grant Funds Disbursed to Selected Recipients by May 1, 2026 Project Implementation Period: May 1, 2026 – November 30, 2026 Final Grant Reports Due December 7, 2026 Questions? Contact the GM on Main Street Grant Program team at GMonMain@mainstreet.org. We look forward to learning about your project proposal!
	Applicant Details (Project Manager Contact Information)
First Name	Kelli
Last Name	Johnson
Title/Position	Main Street Manager
Email Address	KJohnson@Columbiatn.gov
Phone Number	+19315601507

Name of Organization Requesting Funds	Columbia Main Street
Organization's Street Address Line 1	713 North Main Street
Organization's Street Address Line 2	
Organization's City	Columbia
Organization's State:	Tennessee
Your Organization's ZIP Code	38401
Your Organization's County	Maury County, TN
	Don't see your state or county listed? This application is only open to eligible counties near GM facilities. Only certain counties in Arizona, California, Colorado, Georgia, Illinois, Indiana, Kansas, Kentucky, Michigan, Mississippi, Missouri, Nevada, New York, North Carolina, Ohio, Pennsylvania, Tennessee, Texas, West Virginia, and Wisconsin will be eligible for the program. Click here for a full list of eligible communities.
Which best describes your organization:	501(c)(3) nonprofit organization
	Organization Details
How many staff (full-time and part-time) does your organization have?	Columbia Main Street has 1; City of Columbia has 400
Has your organization previously led a local project that focuses on road safety and/or traffic calming?	Yes

If yes, please describe that initiative and major lessons learned.	Through the 2024 GM on Main Street Grant Program, Columbia Main Street increased safety for downtown pedestrians and calmed motorized traffic by constructing curb extensions downtown that shortened crosswalks while creating greenspace and passive areas for downtown visitors to enjoy, and added informational kiosks that highlight Columbia's unique downtown businesses and attractions. Through that project, Columbia Main Street learned that there should have been a better communication strategy in place prior to and during construction. If there had been better communication, residents would have known the full vision for the project while it was still in process as well as the purpose and safety benefits of traffic calming features. Once completed the project was well received by the community, but better communication could have alleviated some confusion during construction. It was also noted that, when possible, construction should be conducted either before or after retail business hours to lessen the impact on local businesses.
How many years has the project lead been in their current position?	4
If the project lead were to leave their current position, what steps would be taken to ensure that this project would continue uninterrupted and be completed by the November 30, 2026 deadline?	In 2022, Columbia Main Street organization became a collaborative program of the City of Columbia and the Columbia Main Street Board of Directors. It is housed under the City of Columbia Tourism and Marketing Department, so if the current Main Street Manager were to leave her position, the Tourism and Marketing Director, with the help of the board, would be able to keep the project moving forward
Has your organization previously received a GM on Main Street Grant?	Yes
Does your organization currently have any relationships or other partnerships with the GM facility in your area?	Yes

Please provide a brief description of your current relationship or partnership with the GM facility in your area.	The City of Columbia provides water, sewer, and fire protection to the GM facility in Maury County. Additionally, the local Industrial Development Board applied and received state incentives for the location of Ultium Cells, a GM partnership that supplies battery cells to our local GM facility. City officials work with GM leaders closely to ensure that the company has adequate utilities and public services necessary to operate efficiently and provide quality jobs for Maury County residents.
I understand that, if selected, the grant award must be managed and deployed by the nonprofit organization or government entity that applied for the grant. I understand that grant funds may not be awarded to for-profit businesses, directly or indirectly via pass-through funding to for-profit businesses.	checked
	Project Details
What is the name of your project?	Gateway to the Arts – Pedestrian Safety and Connectivity from Downtown to the Arts District
Brief Project Summary: Please describe your project in one to two sentences.	Columbia Main Street, in cooperation with the City of Columbia, proposes to use General Motors grant funds to visually and physically connect Downtown Columbia to the Columbia Arts District by combining pedestrian-safety measures with public art installations along West 8th and South Garden Street.
At which stage are your plans for this project as of now?	Concept development and design
	Physical Address of Project Site Note: If your project spans an area larger than a single address, please use the address of the organization requesting funds and include a brief description in the following prompt, including details such as intersection street names or other descriptors.
Physical Address of Project Site: Street Address 1	West 8th and South Garden
Physical Address of Project Site: Street Address 2	

Physical Address of Project Site: City	Columbia
Physical Address of Project Site: State/Territory	TN
Physical Address of Project Site: Zip Code	38401
If your project does not have one single address, please include a brief description of your proposed project's location, being as specific as possible. (If your project DOES have a single address, you may skip this question.)	The proposed project will include a large-scale retaining wall mural along South Garden Street between 8th and 9th; high-visibility crosswalk art on West 8th Street, on the West and East side of South Garden; an informational kiosk on the corner of West 8th and S Garden; and the addition of public benches, self-watering planters, trashcans, and dog waste bag stations, along West 8th and South Garden.
Briefly describe the public space where this project proposal would be implemented. (Please include its approximate size, location within the surrounding area, amenities, current traffic/safety conditions, and any existing site activation.)	The proposed project will take place along West 8th and South Garden Street between Downtown Columbia and the Columbia Arts district. The City of Columbia recently completed a single-lane roundabout at the intersection of South Main Street and 8th Street as a continuation of their efforts to improve traffic flow, safety, and connectivity in the downtown area. A statue of Thurgood Marshall was erected in the middle of the roundabout to honor his civil rights legacy in the area and highlight the cultural significance of 8th street. The purpose of this project is to direct pedestrian traffic safely to the arts district from this new roundabout. The two artistic crosswalk installations are planned for West 8th street, on each side of South Garden. South Garden is a main thoroughfare and is heavily trafficked, making pedestrians hesitant to cross. Installing highly-visible crosswalks on both sides of the street will be an indication for motorists to look out for pedestrians. The retaining wall spans an entire block along South Garden between West 8th and West 9th and borders a pedestrian sidewalk. This unsightly infrastructure is an incredible opportunity for Columbia to visually and physically connect downtown and the arts district with an art installation that will both promote Columbia's culture and heritage while also incorporating wayfinding elements to direct people towards the arts district.

Detailed Project Proposal: Tell us about your project idea. Be sure to describe how your idea represents innovative, inclusive, accessible, experimental, sustainable, and/or creative approaches to a local road safety and/or traffic calming project. We encourage you to include visual project renderings, maps, images, etc. in this document to help communicate your shovel-ready project proposal to the review committee. Further in the application, you will be asked to upload a separate detailed budget, provide a timeline, and discuss your intended outcomes.

Columbia_Main_Street_-_GM_Project_Proposal_2026.pdf

Please upload 2-3 photos of the project site as it currently exists.

SouthGardenRetainingWall.png

West8th-eastcrosswalk.png

West8th-westcrosswalk.png

Does your organization own the site?	Yes
Have these plans been approved and permitted, if applicable?	Other
If you answered "other" for whether your plans have been approved and permitted, if applicable, please specify.	Columbia is still in the design and development phase, but will be able to quickly acquire approval and permits as needed.

Please briefly describe the community in which your project would be implemented, including community demographics, any primary industries, and the specific challenge(s) that the community is facing when it comes to road safety or traffic calming. How will this grant help your community address this challenge?	The City of Columbia and Maury County has been experiencing significant year over year growth since 2010, with an overall population growth of 36% between 2010 and 2023. Data from the 2020 census lists the City of Columbia with a population of 41,690, though current estimates for the city are as high as 52,000. Columbia's racial composition includes white (non-Hispanic)- 69.9%; black or African-American-16.7%; Native American-0.1%; and Asian-1.1%. Maury County has a strong manufacturing base in advanced manufacturing, automotive and healthcare. Key facilities include General Motors, Ultium Cells, Landmark Ceramics, Magna Seating, and Ibex Global. Additionally, the City of Columbia is the homebase for the Tennessee Farm Bureau and Maury Regional Medical Center. This growth has resulted in a commercial boom, first in Columbia's Downtown District and more recently in the Columbia Arts District. As pedestrian traffic increases in these areas it has become a top priority for the City of Columbia to invest in in traffic calming and pedestrian safety efforts. With the support of a General Motors Grant in 2024, the city installed curb extensions on three of the four intersections at the crosswalks surrounding the public square. These curb extensions created attractive greenspaces on each of the corners, while providing more pedestrian visibility to motorists and decreasing the length of road pedestrians needed to safely cross downtown. This project also included wayfinding signage, a bike rack and public seating. In addition to the General Motors Grant, the city has installed roundabouts on both North and South Main Street, widened sidewalks, and increased pedestrian crosswalk signage. Collectively this has resulted in a safer environment for foot traffic downtown. However, the city continues to grow and pedestrian traffic is moving away from the public square and into the nearby commercial districts. In an effort to keep up, Columbia aims to establish a highly-visible pedestrian route that will safely connect people from Downtown to the Arts District. This General Motors grant will assist Columbia Main Street by addressing pedestrian safety and connectivity between two booming commercial districts.

Main Street America believes Main Streets are for everyone. Please describe how your project design (including community engagement) and project execution plan actively takes into consideration the needs and abilities of all of your community members.	The proposed Gateway to the Arts Project will incorporate Columbia's unique heritage and community experience while improving pedestrian safety and connectivity from downtown to the Arts District. Downtown Columbia is the gathering hub for most Maury County events including the world-famous Mule Day Parade, Christmas Parade, First Fridays, Columbia Cars and Coffee, and numerous concerts and community events. Columbia residents of all ages, race, ability, religion and socioeconomic status visit the Columbia downtown to participate in special events as well as for regular shopping and dining. The Columbia Arts District has grown into a heavily visited area as well, for both locals and tourists, as creative businesses and food establishments continue to pop up in the area. The proposed traffic calming features will make it much easier for residents and visitors to walk to the Columbia Arts District from downtown. City leaders strive to be inclusive of Columbia diverse population when creating and promoting local attractions and Columbia Main Street is continually striving to make the Columbia downtown district accessible to everyone. Columbia Main Street conducts quarterly downtown meetings which
Please provide three (3) specific ways in which you intend for this project to benefit your community. Additionally, how could this project be modeled and/or scaled for other Main Street programs.	Three specific ways that the proposed Gateway to the Arts Project will benefit the community include 1) increased safety for pedestrians and motorists by installing decorative art to improve pedestrian visibility; 2) defined connectivity between two major commercial districts leading to future economic vitality, and 3) establishes new landmarks, uniquely representative of Columbia for the community and visitor to interact with and enjoy. The proposed projects can easily be replicated in other communities. Most vibrant communities need to identify measures that will safely integrate walkability and connectivity with local traffic. This can be especially challenging as the boundaries of downtown expand with growth. Communities can observe what has worked well for other small towns and implement similar solutions. Columbia Main Street plans to engage with the Arts Council and other local partners to design the retaining wall mural and decorative crosswalks. Visually, the Gateway to the Arts Project will have a lasting impact on Columbia once completed. Additionally, the mural and decorative crosswalks will provide enhanced visibility for motorists making streets and sidewalks safer for pedestrians. The improved walkability/connectivity and informational kiosk will assist in establishing better relationships with community partners by encouraging visitors to walk to local attractions as well as visiting local shops and restaurants.

How might you evaluate the success of your road safety or traffic calming project through quantitative metrics, and how might you collect this data before/during/after project implementation? (Examples: reduction of speed, reduction of crashes)	The City of Columbia has access to traffic data and incident reports in the area. Following the completion of this project, the city can compare data from before the traffic calming features were implemented to six months after completion and see if there was a significant change. Success of this project will also be evaluated through measurable changes in driver yielding behavior, pedestrian wait time, and pedestrian usage rates. This will be collected through in-person observational studies and community surveys conducted before and after implementation to quantify improvements in visibility, awareness, and safety outcomes.
If this project lends itself to a volunteer day, please describe how volunteers from the nearest GM Facility could be involved.	If interested, Columbia Main Street would welcome the opportunity to work with volunteers from General Motors. Columbia plans to establish four self-watering planters along West 8th and South Garden, once installed, volunteers could work with the Main Street board and Junior Mainstreet to fill the planters.
Please provide a timeline for your project. Note when the different stages/elements of your project will be executed, if selected.	Grant Award: May 2026 Finalize project plans: May 2026 Acquire necessary approvals and permits: June 2026 Work with community to select mural art/design: July 2026 Select a muralist: July 2026 Purchase Materials: August 2026 Mural Installation: August – October 2026 Install Kiosk, Benches, Planters, etc.: September 2026 Project Closeout: November 2026
Does your project need more than $60,000 to be completed?	No

Please provide an itemized budget (.pdf, .xlx, .jpg, or .doc) showing how the grant funds would be used. Make sure to include labor costs for construction/installation in your budget. If your project requires more than $60,000, make sure to indicate which parts of the project would be covered by the GM on Main Street Grant, if selected, and where the funding for the other parts of the project would come from.

Columbia_Main_Street_Budget_estimated.pdf

I certify that I have reviewed the list of eligible and ineligible grant uses on the GM on Main Street Grant Program webpage, and all budget line items to be covered by the GM on Main Street grant are eligible grant uses.	checked

Please upload three letters of support for your project. We encourage applicants to include letters of support from a variety of key partners throughout the community. For example, you might choose to include letters from community organizations, local government agencies, schools, hospitals, local business partners, community members, etc. that demonstrate community alignment, engagement, and consensus for your proposed project. Letters of support may be combined into one document or uploaded as individual documents.

FirstFarmersSupportLetter.pdf

GM_on_Main_Street_Grant_2026_Letter_of_Support_VISIT_COLUMBIA.pdf

Junior_Main_Street_Support_Letter_for_GM_on_Main_Street_.pdf

Please upload any other items you would like us to consider as a part of your application. For instance, copies of project renderings, photos of the space in which the project would be implemented, etc.

Gateway_to_the_Arts_Visual_Proposal.pdf

	Financial Information
If your organization is selected to receive this grant, you may be asked to provide more detailed business and financial information. Will you be able to provide these documents?	Yes
If you are awarded a grant, you will be required to submit two simple progress reports and one final grant report using templates that we will provide. Will you be able to submit these required reports?	Yes

By checking this box, you acknowledge and agree to the GM on Main Street Grant Program terms and conditions.	checked
	Additional Information This information is for tracking purposes and does not impact the scoring of your application.
Which best describes your organization's affiliation to the Main Street network? Please note: This grant program is open both to organizations that are part of the Main Street network, as well as organizations that are not.	Our organization is an Accredited or Affiliate Main Street America Community Member at the national level.
Please provide your MSA Member Number	13451
How did you hear about the GM on Main Street Grant Program?	Main Street America

By checking this box, you agree that all the information you've provided is accurate, that you're allowed to share this information and your submitted materials with General Motors and Main Street America, and that, if selected to receive a grant, General Motors and Main Street America can use this information and any submitted materials in connection with the program (including marketing and publicity efforts for the program).	checked
Main Street America sends out emails with resources and information to help support locally led community and economic development efforts in downtown districts. Would you like to opt into these emails?	Yes

Gateway to the Arts – *Pedestrian Safety and Connectivity from Downtown to the Arts District*

The Gateway to the Arts – Pedestrian Safety and Connectivity from Downtown to the Arts District is a transformative placemaking and safety initiative designed to visually and physically connect Downtown Columbia to the Columbia Arts District. By combining pedestrian-safety measures with public art installations, this project creates a welcoming corridor that celebrates Columbia's cultural heritage while prioritizing accessibility, walkability, and community pride.

The Columbia Downtown District serves as the economic and social hub of Maury County—home to locally owned businesses, restaurants, professional offices, residential apartments, and year-round community events. Located just half a mile away, the Columbia Arts District offers a rich concentration niche restaurants, bakeries, hip coffee shops, creative businesses, and public art installations that reflect the city's innovative spirit. While these districts are geographically close, the transition between them—particularly along South Garen and West 8th Street—presents an opportunity to enhance pedestrian safety, wayfinding, and visual cohesion.

The Gateway to the Arts project addresses this need by transforming a key corridor into a safe, visually engaging, and intuitive pathway that encourages pedestrian movement and exploration between the two districts.

At the heart of the project is a large-scale retaining wall mural that serves dual purposes: cultural storytelling and directional signage. Main Street Columbia will work with the Arts Council, local artists, and community stakeholders to design a placemaking mural that will pay homage to Columbia's cultural heritage while also directing residents and visitors towards the Arts District. Beyond its artistic value, the mural will improve pedestrian safety by increasing driver awareness in the area and making the sidewalk more visible with bold contrasting colors. Subconsciously, motorist become more alert when they see visually distinctive areas which can lead to reduced speeds and fewer accidents. This creative approach to wayfinding enhances navigability while fostering a sense of place unique to Columbia.

Complementing the retaining wall installation, high-visibility crosswalk murals along West 8th Street will serve as both artistic enhancements and practical pedestrian-safety tools. Multiple case studies indicate that crosswalk murals increase driver awareness of and attentiveness to pedestrians; visually narrow roadways, encouraging reduced vehicle speeds; and signal pedestrian-priority zones. One report suggested that street art decreased traffic accidents involving pedestrians or cyclists by up to 50%. By introducing vibrant, high-visibility crosswalk murals, the project incorporates traffic-calming measures that naturally prompt drivers to slow down as they signal to motorists that they are in a pedestrian-focused corridor.

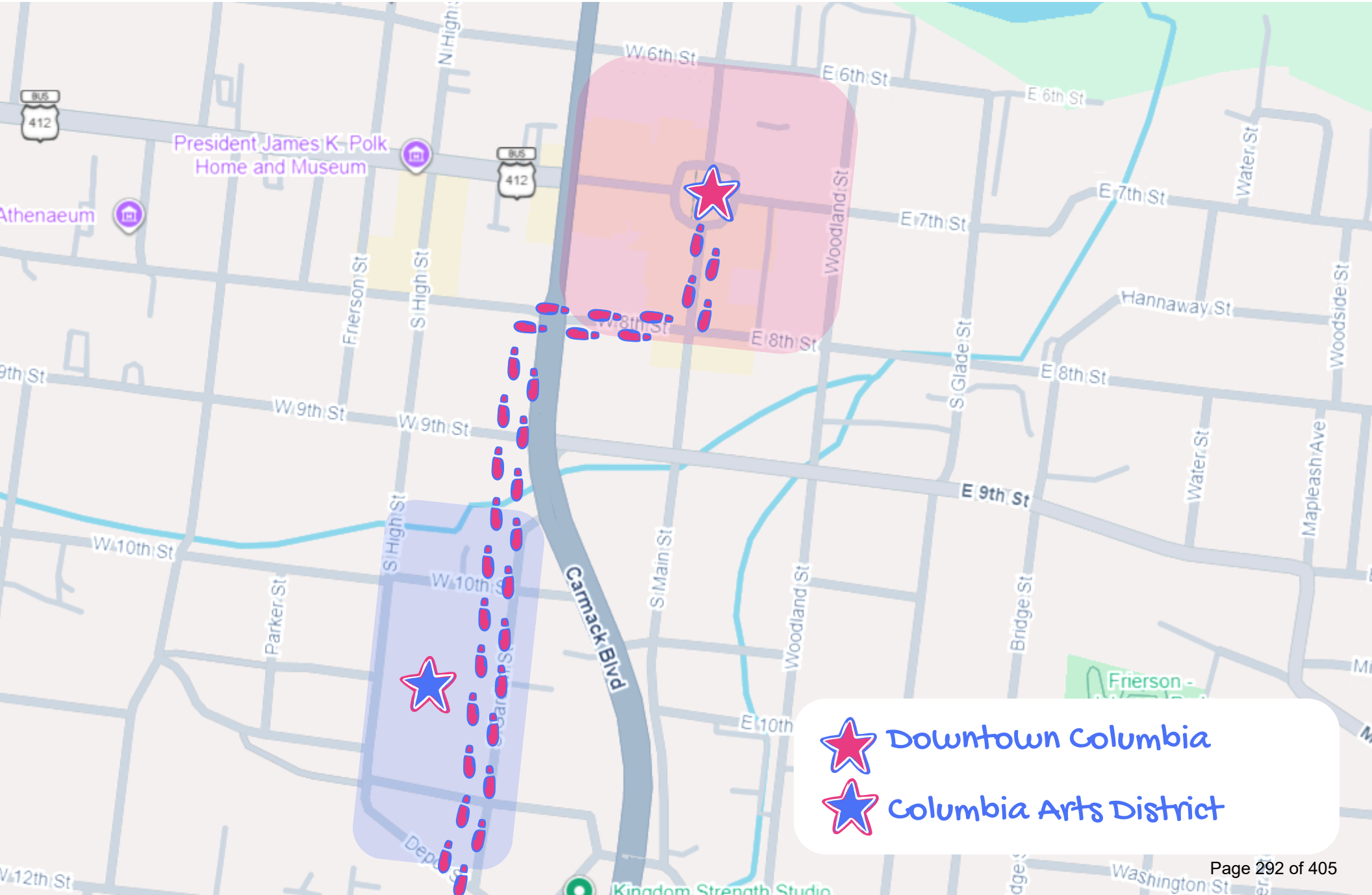
In addition to the visually-impactful elements of this project, the city plans to install an information kiosk at the corner West 8th and South Garden Street to direct visitors to local businesses and main attractions in the area. Benches will be added along West 8th and South Garden to further encourage pedestrian traffic by providing a place to rest. To further enhance the area as a pedestrian walkway, four self-watering landscaping planters will be installed, as well as trashcans and dog waste bag stations.

A distinctive feature of the Gateway to the Arts project is the involvement of Junior Main Street. The Junior Main Street program is an initiative of Columbia Main Street for high school students interested in building leadership skills, exploring entrepreneurship, and making a meaningful impact in their community. During one of their program days the students met with the Columbia Planning and Zoning Department and were tasked to come up solutions to the connectivity problem in downtown Columbia. Their solutions have been presented throughout this project proposal, encompassing their creative vision for a pedestrian-forward future.

This project is not simply about moving people from one district to another, the Gateway to the Arts project embodies the belief that infrastructure and art can work together to build safer, stronger communities. By integrating youth engagement, pedestrian-safety enhancements, traffic-calming strategies, and culturally resonant public art, this initiative creates a corridor that is both functional and inspiring.

Gateway to the Arts

Pedestrian Safety and Connectivity from Downtown to the Arts District



Now
W 8Th St
ALEXANDER'S MATTRESS WORLD
TEMPUR-PEDIC MATTRESSES AND PILLOWS
ALEXANDERS MATTRESS WORLD
COLUMBIA 250 UNITED STATES OF AMERICA
Crosswalk on West 8th on the west side of South Garden

Proposed
18 Th St
ALEXANDER'S
MATTRESS WORLD
Crosswalk on West 8th on the west side of South Garden

Now
W 8Th St
LEFT TURN YIELD ON GREEN
Crosswalk on West 8th on the east side of South Garden

Crosswalk on West 8th on the east side of South Garden

Now
Retaining wall between 8th and 9th on South Garden

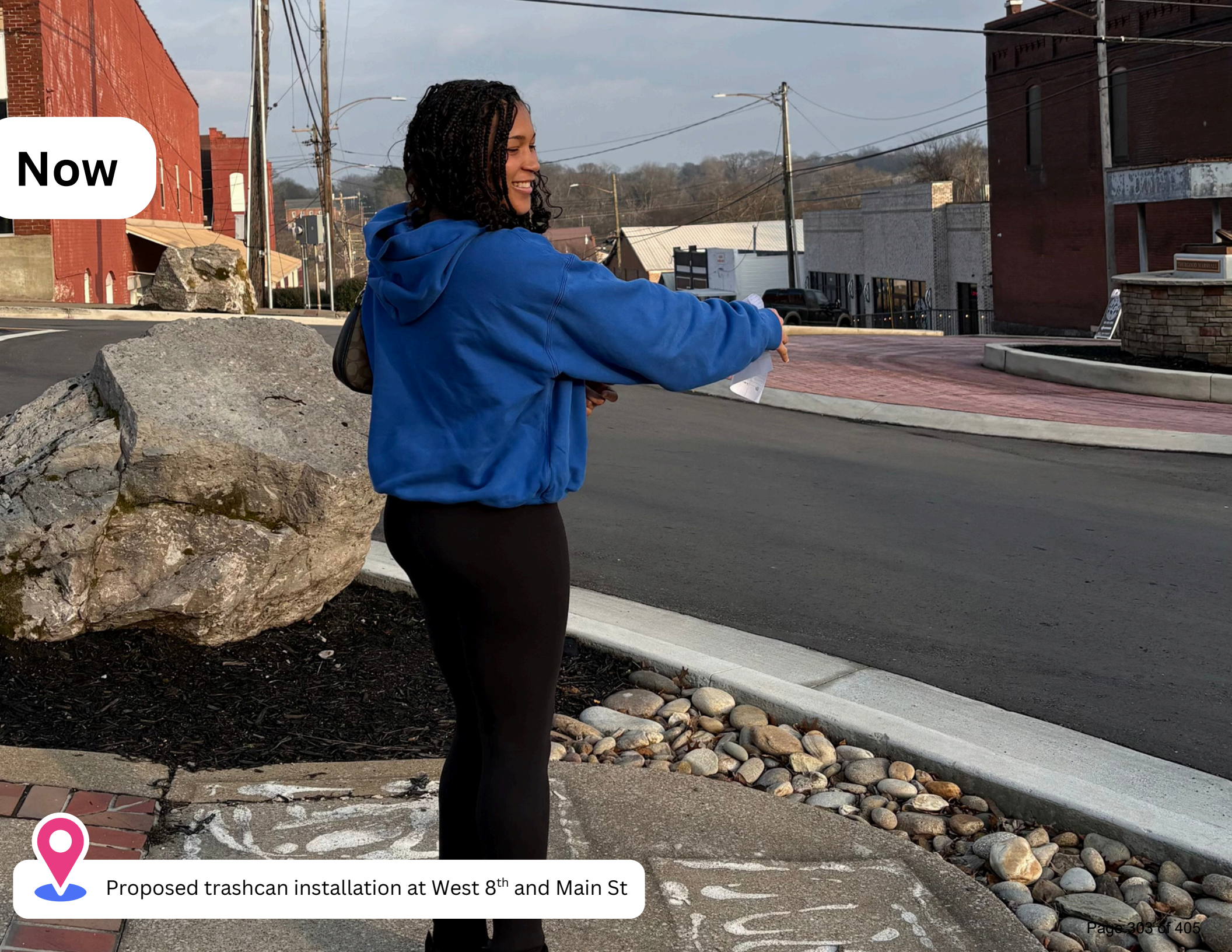
Proposed
Retaining wall between 8th and 9th on South Garden

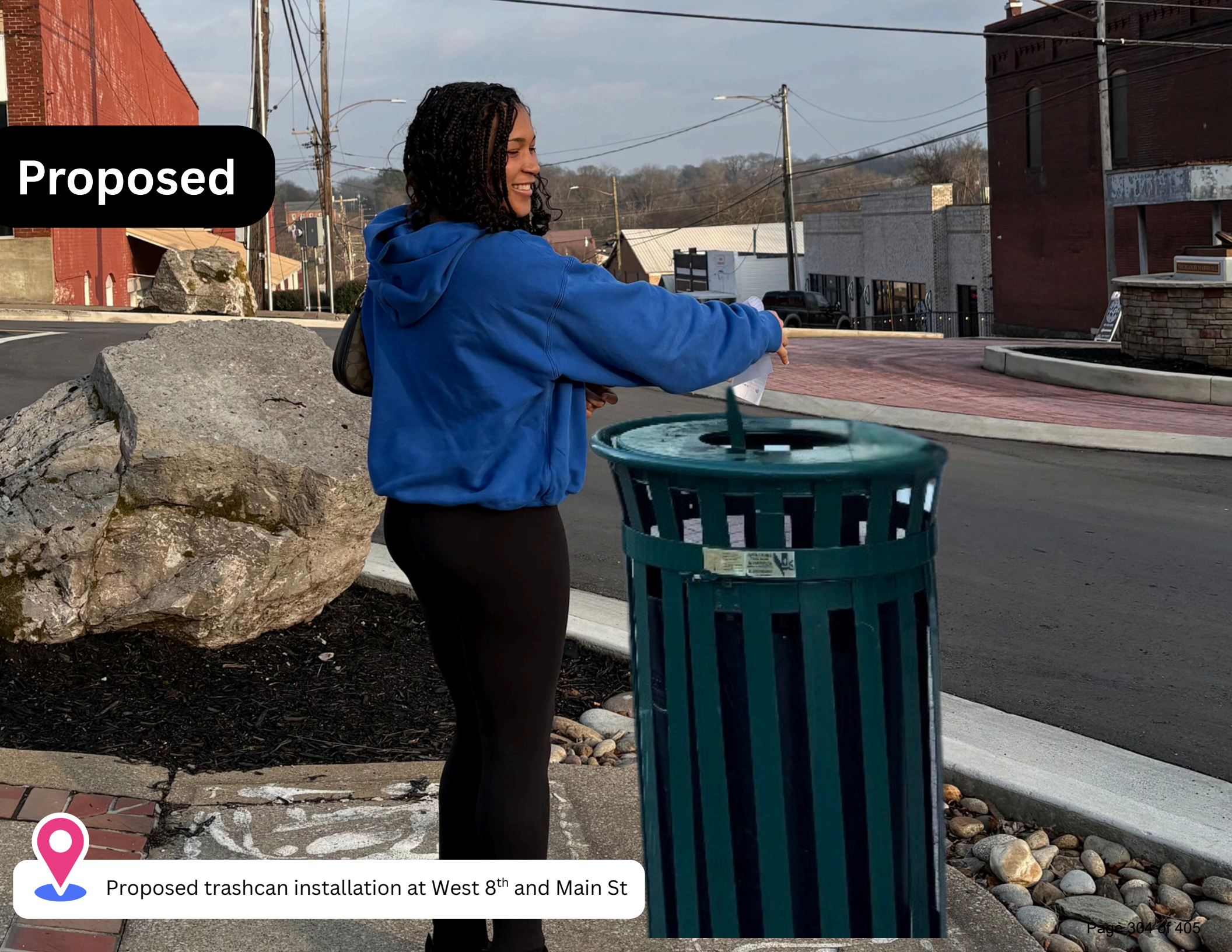
Now
LEFT TURN YIELD ON GREEN
ALEXANDERS CLIMATE CONTROL STORAGE
Proposed Kiosk installation at West 8th and South Garden

Proposed Kiosk installation at West 8th and South Garden

Now
Proposed bench installatiion along West 8th

Proposed
ZION CHRISTIA
Proposed bench installatiion along West 8th


Now
Proposed trashcan installation at West 8th and Main St


Proposed
Proposed trashcan installation at West 8th and Main St

Dear GM on Main Street Grant Review Committee,

We are the Columbia *Junior Main Street* high school volunteers, a group of 25 students from Maury County who live here, spend time downtown, and care deeply about where our community is headed. As the next generation shaping Columbia's future, we strongly support the City's application for the GM on Main Street Grant. Improving connectivity and walkability in our downtown is an investment not only in infrastructure, but in the kind of community we want to grow up in and pass on to future generations.

Columbia has experienced meaningful growth in recent years, including the addition of new businesses and the revitalization of historic buildings. While much of this progress has centered around the square, it is important that development continues expanding into East Columbia and the Arts District by strengthening sidewalk connections from the square to the Arts District, along with adding clear and consistent signage.

Currently, residents and visitors are either unaware of the Arts District's existence or feel uncomfortable walking there from the square. Beautification and wayfinding are key solutions. Murals along the path to the Arts District, combined with clear directional signage, would establish stronger visual connectivity and reassure visitors that they are on the right path.

Our group shared a document with the City of Columbia's Development Services Office outlining specific ideas for improvement. One major recommendation is a large, memorable mural that would serve as both public art and directional signage—naturally drawing attention, encouraging exploration, and creating a stronger sense of identity. We also suggested painted crosswalks along East and West 8th Street. Bright, bold crosswalk designs would enhance pedestrian safety while acting as eye-catching installations for both pedestrians and motorists. Additionally, the Point of Interest maps installed in 2024 made a significant difference in helping residents and visitors locate businesses, parking, and government buildings. Expanding these maps near 8th Street and Garden Street would further encourage exploration of the Arts District.

These improvements would make walking between districts feel safer, more inviting, and more connected. Youth involvement in Junior Main Street is meaningful because we are growing up here and want a hometown we are proud of now and in the future. Some of our members even have parents employed by General Motors, making this opportunity especially impactful. Our hope is to unite the square and the Arts District, creating a downtown that is safe, welcoming, and connected for generations to come.

Sincerely,
The Columbia Junior Main Street High School Volunteers:

Athena Loveall, Connor Cline, Laina Brown, Lauren Kimes, Adie Nace, Deborah Zheng, Marley Molder, Paulina Trout, Sophia Ervin, Addie Slaughter, Ava Codling, Bry Fredehagen, Josiah Nace, Joy Velasquez, Mary Dudley Hill, Molly Jane Graham, Natalie Christy, Sam Nicosia, Amiya Gardenhire, Essence Krigbaum, Jackson Curry, Jax Hickerson, Lillie Baker, Lucy Pink Carnahan, and Lyli Whitfield

FIRST FARMERS
Member FDIC

February 12, 2026

Dear Members of the Grant Review Committee,

First Farmers & Merchants Bank is pleased to offer our full support for the City of Columbia and Columbia Main Street's proposed beautification project—a wayfinding mural to be installed on the retaining wall located on our property.

As a 116-year-old financial institution deeply rooted in this community, we remain committed to initiatives which foster local pride, strengthen our sense of place, and support long-term growth for the people and businesses we serve. This project aligns directly with those values.

The proposed wayfinding mural will serve as both a visual enhancement and a functional community asset. It will create a welcoming entrance point for residents and visitors, reinforce Columbia's identity, and complement ongoing efforts to invest in our historic downtown district. We believe this mural will contribute meaningfully to the city's continued positive momentum and help guide visitors as they explore all Columbia has to offer.

First Farmers & Merchants Bank is proud to partner with the City of Columbia and Columbia Main Street in support of this initiative. We are confident this project will have a lasting impact on our community and reflect the spirit of collaboration and innovation which define Columbia's growth.

Thank you for your consideration of this important project. We appreciate your commitment to strengthening communities and hope you will look favorably upon this proposal.

Sincerely,

Stacey Shedd
Chief Retail Banking Officer
First Farmers & Merchants Bank

VISIT COLUMBIA TENNESSEE

February 12, 2026

To Whom It May Concern,

On behalf of the Visit Columbia team, I am pleased to offer this letter of strong support for the GM on Main Street Grant application to fund artistic wayfinding enhancements connecting Downtown Columbia and the Columbia Arts District.

The proposed project - including a retaining wall mural, artistic crosswalk installations, and the addition of an informational kiosk consistent with those located in downtown Columbia - represents a strategic investment in placemaking, safety, and economic vitality. These elements will serve not only as visual enhancements, but as functional wayfinding infrastructure designed to strengthen connectivity between two of Columbia's most active cultural and commercial areas.

Over the past few years, the Columbia Arts District has experienced significant growth and momentum, including the installation of five public art sculptures and an artistic crosswalk on the heels of a streetscape project. These investments have helped establish the district as a vibrant destination for residents and visitors alike. However, stronger visual and pedestrian connections between the Downtown District and the Arts District are essential to fully leverage this momentum and encourage seamless movement between the two areas.

The proposed retaining wall mural will transform underutilized infrastructure into a landmark feature that reinforces community identity. Artistic crosswalks will enhance pedestrian visibility and safety while visually signaling connectivity between districts. The additional information kiosk—modeled after those currently located in Downtown Columbia—will provide accessible maps, event information, and directional guidance, helping visitors navigate cultural assets, local businesses, and public spaces.

Together, these artistic wayfinding elements will support economic development, promote walkability, elevate the visitor experience, and further position Columbia as a community that values creativity, accessibility, and thoughtful design.

The Visit Columbia fully supports this application and recognizes the meaningful impact this project will have on strengthening connectivity, cultural tourism, and continued investment in our historic downtown and Arts District.

Thank you for your consideration of this important project.

Kellye Murphy,
Tourism & Marketing Director

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Thad Jablonski, Finance Director, tjablonski@columbiatn.gov, 931.560.1580

AGENDA ITEM TITLE: RESOLUTION NO. 26-17 – A RESOLUTION ESTABLISHING A CASH MANAGEMENT POLICY FOR THE CITY OF COLUMBIA

RECOMMENDATION: Approve Resolution No. 26-17.

INFORMATION: As proposed, Resolution No. 26-17 would establish a Cash Management Policy for the city pursuant to best practices in municipal finance.

ATTACHMENTS: Staff Report Resolution No. 26-17, Resolution No. 26-17, Exhibit A.

A RESOLUTION ESTABLISHING A CASH MANAGEMENT POLICY FOR THE CITY OF COLUMBIA

WHEREAS, the City of Columbia, Tennessee, wishes to establish a Cash Management Policy; and

WHEREAS, the purpose of a Cash Management Policy is to ensure safety of public funds, maintain adequate liquidity to meet operating needs, and maximize return on investments, all while maintaining public trust and complying with applicable laws.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF COLUMBIA, that the Cash Management Policy, which is hereto attached as "Exhibit A" is hereby adopted as the Cash Management Policy for the City of Columbia, Tennessee.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF COLUMBIA, TENNESSEE, this the 12th day of March, 2026.

_____
CHARLES (CHAZ) M. MOLDER, MAYOR

ATTEST:

_____
THAD H. JABLONSKI, CITY RECORDER

LEGAL FORM APPROVED:

_____
JAKE HUBBELL, CITY ATTORNEY

CITY OF COLUMBIA

TENNESSEE

Something good around every corner.

CASH MANAGEMENT POLICY

City of Columbia, Tennessee

Policy Summary

The City’s Cash Management Policy provides guidance pursuant to state law, Tennessee Comptroller’s Office guidelines and best practices for the purpose of establishing sound principles for the management of cash assets held by the City of Columbia.

CASH MANAGEMENT POLICY

I. PURPOSE

The purpose of this policy is to establish sound principles for the management of cash assets held by the City of Columbia. The policy is designed to ensure the safety of public funds, maintain adequate liquidity to meet operating needs, and maximize return on investments, all while maintaining public trust and complying with applicable laws.

II. SCOPE

This policy applies to all public funds held by the City of Columbia, including but not limited to:

A. Tax receipts,
B. Service fees, fines, and charges,
C. Intergovernmental revenues,
D. Proceeds from asset sales,
E. Insurance recoveries, and
F. Cash donations.

III. AUTHORITY AND DELEGATION

The City Council is responsible for approving the Cash Management Policy. The City Recorder is responsible for implementing and managing cash operations and shall:

A. Develop and maintain written procedures for cash handling, investment, and disbursement.
B. Ensure delegation of responsibilities within City operations is clearly documented.
C. Comply with state law and best financial practices.

IV. OBJECTIVES

The City's primary objectives in managing its cash assets are:

A. Safety: Preservation of principal is the foremost objective.
B. Liquidity: Funds must be available to meet the City's financial obligations as they become due.
C. Yield: Subject to safety and liquidity, the City shall seek the highest reasonable return on investments.

V. CASH HANDLING AND DEPOSITS

All City departments collecting cash or equivalents must submit receipts daily to the City Recorder's office. All funds must be deposited within the time frame required by state law. Cash collections must be accompanied by appropriate documentation and reconciled daily.

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Thad Jablonski, Finance Director, tjablonski@columbiatn.gov, 931.560.1580

AGENDA ITEM TITLE: RESOLUTION NO. 26-18 – A RESOLUTION ESTABLISHING A CAPITAL ASSET MANAGEMENT POLICY FOR THE CITY OF COLUMBIA

RECOMMENDATION: Approve Resolution No. 26-18.

INFORMATION: As proposed, Resolution No. 26-18 would establish a Capital Asset Management Policy for the city pursuant to best practices in municipal finance.

ATTACHMENTS: Staff Report Resolution No. 26-18, Resolution No. 26-18, Exhibit A.

A RESOLUTION ESTABLISHING A CAPITAL ASSET MANAGEMENT POLICY FOR THE CITY OF COLUMBIA

WHEREAS, the City of Columbia, Tennessee, wishes to establish a Capital Asset Management Policy; and

WHEREAS, the purpose of a Capital Asset Management Policy is to encourage proper stewardship that ensures effective and efficient usage of all municipal capital assets.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF COLUMBIA, that the Capital Asset Management Policy, which is hereto attached as "Exhibit A" is hereby adopted as the Capital Asset Management Policy for the City of Columbia, Tennessee.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF COLUMBIA, TENNESSEE, this the 12th day of March, 2026.

_____
CHARLES (CHAZ) M. MOLDER, MAYOR

ATTEST:

_____
THAD H. JABLONSKI, CITY RECORDER

LEGAL FORM APPROVED:

_____
JAKE HUBBELL, CITY ATTORNEY

CITY OF COLUMBIA

TENNESSEE

Something good around every corner.

CAPITAL ASSET MANAGEMENT POLICY

City of Columbia, Tennessee

Policy Summary

The City’s Capital Asset Management Policy provides structure related to the management of accounting for fixed assets of the City of Columbia. In addition to the general policies regarding fixed assets, subsections describe the procedures for controlling those assets from acquisition to disposal.

Capital Asset Management Policy

I. PURPOSE

Tangible assets with an expected useful life or more than one year of sufficient value or due to the nature and marketability may subject the asset to potential loss or theft shall be managed and controlled to ensure effective and efficient usage of the asset. Proper stewardship of public assets is key to the establishment of public trust and economic growth of our community.

II. DEFINITIONS

Land and Right of Ways – Land is a fixed asset purchased or acquired by the City with the intent to use the asset into perpetuity. Rights of ways are intangible claims to the use of property not owned by the City into perpetuity.

Infrastructure - An interconnected system or network of structures that provide the basis of commerce and development of our community. Infrastructures consist of but may not necessarily be limited to roads, sewers, storm water structures, communication networks and other similar utilities.

Capital Assets – An asset or group of assets whose acquisition cost is $5,000.00 or more and whose expected useful life is more than one year.

Controllable Asset – An asset of group of assets whose expected useful life is greater than one year, but whose acquisition cost is less than $5000.00 and whose nature or marketability may subject the asset to potential loss or theft. Controllable assets include but are not necessarily limited to computers and other electronic devices, guns, communication equipment, certain tools and other equipment.

Supplies – General purpose consumable items whose individual value is small and whose life expectancy or usefulness is one year or less. Version 051420
93

Surplus Property – Any asset, supply, materials or equipment no longer needed by a department to perform its mission. Included within this definition is excess property of value and scrap which no longer has value for the intent it was originally purchased.

III. ROLES AND RESPONSIBILITIES

1. The Purchasing Agent shall be Fixed Asset Manager whose primary duties shall consist of the following:

A. Maintain asset records for all fixed assets.

B. Ensure that all fixed assets are properly and adequately tagged or otherwise identified as property of the City of Columbia.

C. Coordinates the inventory of all fixed assets.

D. Maintains complete and accurate insurance schedules for fixed assets consistent with City policy.

E. Provide for the disposal or transfer of all surplus fixed assets in a manner consistent with the best interest of the City.

2. Department Heads /Directors shall be responsible for:

A. Safekeeping and maintenance for all fixed assets assigned to and or purchased for their respective departments.

B. To ensure that the use of all assets is consistent with City policies and procedures.

C. Timely identification and reporting of all fixed assets no longer needed by their department.

D. Insuring that the inventory of fixed assets is accurately completed in a timely fashion.

E. The appointment of a departmental inventory coordinator.

3. Departmental Inventory Coordinator shall be responsible for:

A. Coordinating and conducting the physical inventory of fixed assets at the respective departments.

B. Assisting with the identification of new, surplus and transferred assets by completing and submitting equipment control forms as required.

4. Employees shall be responsible for:

A. The care and maintenance of City property within their control or possession.

B**.** Insuring that City property is controlled according to the policy and procedure set forth herein.

IV. CONTROL AND IDENTIFICATION

1. Control - City property, assets and/or equipment are to be used only in the performance of City duties. It is not the policy of the City to lend City property to individuals or organizations or to permit members of the staff to use City property and/or equipment for their personal use. Removal of City property from buildings and/or grounds of the City for purposes other than City business is strictly prohibited.

2. Identification - All capital and controllable assets shall be properly identified and/or tagged in such a manner as to clearly mark the asset as City of Columbia property.

A. Titled and registered vehicles and heavy equipment may be sufficiently identified by serial numbers and therefore do not require a City asset tag; however, if the serial number becomes damaged or obscured the department inventory coordinator shall request a fixed asset tag to be placed on the vehicle or equipment. In most instances these vehicles shall further be identified with City logo, seal, or name affixed to the exterior.

B. All capitalized and controllable equipment shall be identified with a City fixed asset tag unless exempted. Tags will be placed near or adjacent to the manufacturer's nameplate when possible and/or in a position for easy sighting. Additional identifying information such as serial or model numbers will be recorded or verified at this time. Certain equipment may require tag numbers be "etched" or written with a permanent marker. The department inventory coordinator shall request a replacement tag when and if the existing tag is lost, damaged or obscured.

C. Assets may be exempted from tagging due to the nature or use of the asset. Exempted assets shall be identified as to specific location and/or employee to which they are assigned. Assignment and location must be updated as necessary. Examples of exempted assets include but not limited to guns and weapons and covert police equipment.

V. INVENTORY

Inventories are necessary to verify the existence and condition of assets purchased by the City. It is key to controlling costs and securing public trust in government operations.

1. Frequency – Fixed assets, both capitalized and controllable, excluding real estate will be inventoried every two years on a rotating basis following the schedule below:

A. Even Numbered Years.

- Parks & Recreation, January - February
- Police, September - October
- City Hall, November - December
- Emergency Management - March

B. Odd Numbered Years.

- Public Works, November - December
- Fire & Rescue – September, October
- Wastewater, January - February

2. Procedure – A list of all fixed assets will be prepared by the Fixed Asset Manager and distributed to the departmental inventory coordinator according to inventory frequency schedule. The Departmental Inventory Coordinator shall then be responsible for conducting the physical inventory of all items listed.

A. Serial numbers and asset tag numbers shall be verified to the physical asset.
B. Any item missing, an asset tag shall be flagged, and another asset tag will be issued.
C. Assets shall be assessed as to the general condition and noted on the inventory list.
D. Changes in asset location shall be noted to aid with future inventories.
E. Full effort shall be made to account for all assets.
F. Missing assets shall be clearly indicated on the inventory list.
G. The Fixed Asset Manager will prepare a list of all missing assets for review by the Department Director and report it to City Council.
H. In most instances, Departments have been given two months during which to complete the asset inventory. The completed inventory list shall be signed by the department inventory coordinator and Department Director and returned to the fixed asset manager by the 15th of the month following the completion of the inventory.

3. Real Estate – Will not be subject to annual inventory.

VI. Disposals of Surplus Property

Capital assets, controllable assets, supplies and other equipment will at some point reach their useful life or utility to the user department or be fully consumed. At that point the asset is considered surplus to the user department and ready for disposal. Disposal may take the form of transfer to another department, trade in on a new asset, sale or disposal. Supplies not consumed and no longer needed by a department shall also be considered for transfer or disposal. The goal of property disposal is to maximize the remaining value of the asset/ supply or equipment for the benefit of the City.

1. Declaration of surplus property – In order to maximize the value of any property no longer needed by a department, it is important to identify and report the property as surplus as soon as possible.

A. An equipment control form is to be completed and must be signed by the Department Director.
B. The control form shall identify to the extent possible the asset being declared surplus including serial number, asset tag number, location and general description.
C. The general condition of the surplus assets shall also be noted and shall include major problems, issues or defects.

D. To the extent possible, surplus assets shall be stored in such a manner as to prevent theft, loss or damage particularly from the elements until the item can be disposed.

2. Transfers – The highest and best use of surplus property is transfer from one department to another.

A. Transfers may originate between departments or between the fixed asset manager and the department requesting the surplus property.
B. An equipment control form shall be completed for all surplus transfers and signed by both the surrendering department and the receiving department.
C. The completed and signed form shall be submitted to Fixed Asset Manager.
D. No transfers shall be made between departments without completion of an equipment control form.
E. Transfers are made without any monetary exchange or budgetary adjustments except for enterprise fund department assets.
F. Enterprise funds are not allowed to transfer assets or supplies to non-enterprise funds or between enterprise funds without being reimbursed the fair market value of the asset being transferred.
G. The Fixed Asset Manager shall update the asset records to reflect all transfers.

3. Trade In – Assets may be traded in for similar assets provided that the City is receiving fair market value for the assets being traded and the asset being acquired is also valued at fair market.

A. Assets considered for trade in shall have an equipment control form completed and submitted to and approved by the fixed asset manager prior to the consummation of any transaction.
B. Trade in of assets valued $10,000 or more shall be noted in an agenda item for Council approval disclosing the asset being acquired, its value and trade in allowance being offered and statement of fair market value of the asset being traded.
C. The Fixed Asset Manager shall update the asset records to reflect all trade in.

4. Disposals – Final disposal of surplus property will be coordinated by the Fixed Asset Manager.

A. The City Council shall approve or ratify the disposal of all surplus property.

B. The Fixed Asset Manager will prepare an agenda item for Council approval.

C. Accepted disposal methods are:

- Public Auction – may be online or live auction
- Trade In – see procedure above
- Sealed Bid – After proper and adequate advertising
- Recycling – May be applicable to metal, oil
- Discard – Last disposal method to be considered
- Donation – If approved by City Council
- Abandonment – In the case of right of ways and certain real estate

D. Proceeds from disposals shall be credited to governmental funds from which the asset was purchased.

E. The Fixed Asset Manager shall update the asset records to reflect all disposals.

F. City employees, except for the fixed asset manager, are allowed to bid on surplus property being sold in an open public market such as public auction or sealed bid. City employees are prohibited from engaging in recycling or discarding City property.

VII. Theft, Loss or Damage of City Property

Departments shall take all reasonable and necessary measures to prevent theft or loss of City property, however in the event that such an event occurs the following procedure must be followed.

1. Any theft of City property must be reported immediately to the City Police Department by telephone and confirmed in writing by the Department in charge of the lost property.

2. A copy of the police report shall be attached to a completed equipment control form and submitted to the department inventory coordinator who shall then route the forms to the Fixed Asset Manager.

3. Damaged City property may be insured against such damage and as such should be reported to the department inventory coordinator who shall then notify the fixed asset manager regarding the extent of damage. An insurance claim shall be filed by the department with the City's current insurance carrier. In the event of a total loss, the department inventory coordinator shall complete an equipment control form including the department head's signature and forward the form to the Fixed Asset Manager.

VIII. Scrap Metal

The sale of scrap metal is regulated by the State of Tennessee as covered in Title 62 Chapter 9 of the T.C.A. The City of Columbia will conform to those regulations when selling any scrap metal.

1. Unless specifically authorized by the Fixed Asset Manager, all sales must be to a licensed scrap metal dealer in the State of Tennessee.

2. Payment will be made by check or money order payable to the City of Columbia.

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Thad Jablonski, Finance Director, tjablonski@columbiatn.gov, 931.560.1580

AGENDA ITEM TITLE: RESOLUTION NO. 26-19 – A RESOLUTION ESTABLISHING A BUDGET MONITORING POLICY FOR THE CITY OF COLUMBIA

RECOMMENDATION: Approve Resolution No. 26-19.

INFORMATION: As proposed, Resolution No. 26-19 would establish a Budget Monitoring Policy for the city pursuant to best practices in municipal finance.

ATTACHMENTS: Staff Report Resolution No. 26-19, Resolution No. 26-19, Exhibit A.

A RESOLUTION ESTABLISHING A BUDGET MONITORING POLICY FOR THE CITY OF COLUMBIA

WHEREAS, the City of Columbia, Tennessee, wishes to establish a Budget Monitoring Policy; and

WHEREAS, the purpose of a Budget Monitoring Policy is to ensure that municipal funds are managed responsibly, transparently, and in compliance with state law while keeping the governing body informed during the fiscal year.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF COLUMBIA, that the Budget Monitoring Policy, which is hereto attached as "Exhibit A" is hereby adopted as the Budget Monitoring Policy for the City of Columbia, Tennessee.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF COLUMBIA, TENNESSEE, this the 12th day of March, 2026.

_____
CHARLES (CHAZ) M. MOLDER, MAYOR

ATTEST:

_____
THAD H. JABLONSKI, CITY RECORDER

LEGAL FORM APPROVED:

_____
JAKE HUBBELL, CITY ATTORNEY

CITY OF COLUMBIA

TENNESSEE

Something good around every corner.

BUDGET MONITORING POLICY

City of Columbia, Tennessee

Policy Summary

The City’s Budget Monitoring Policy provides guidance pursuant to state law, Tennessee Comptroller’s Office guidelines and best practices for fiscal year budget compliance. The primary purpose of the policy is to ensure that municipal funds are managed responsibly, transparently, and in compliance with state law while keeping the governing body informed during the fiscal year.

BUDGET MONITORING POLICY

I. PURPOSE

The purpose of this policy is to monitor annual budget appropriations. The "Budget Monitoring Policy" reinforces the commitment of the City of Columbia and its officials to manage the City's annual budget to ensure that municipal funds are managed responsibly, transparently, and in compliance with state law while keeping the governing body informed during the fiscal year. The policy facilitates monitoring that achieves adherence to the one-year, fiscal year time horizon and avoid deficient spending. Further, the policy is designed to ensure statutory compliance requiring that all City departments operate within appropriated budgeted amounts.

II. LINE-ITEM BUDGET AMENDMENTS

Departments may request budget amendments or transfers that are within the same fund and within the same cost center, i.e., department, if the transfer results in no net change. Budget transfers are requested through the city's finance software and flow through the established workflow approval process. Workflows are set up for all departments ensuring Management and Finance approve all such transfers.

III. FUND TO FUND BUDGET AMDNMENTS

Departments may request budget amendments or transfers that cross between funds by submitting a request to the Finance Department. Transfer requests will be added to budget amendments and presented to the City Council for budget amendment consideration, which requires two readings. If approved on second consideration, the transfer will be added to the budget and recorded in the related account(s) using the city's finance software.

IV. OTHER BUDGET AMENDMENTS – REQUESTING ADDITIONAL FUNDS

Departments may request budget amendments for increased funding by submitting a request to the Finance Department. Additional funding requests will be added to budget amendments and presented to the City Council for budget amendment consideration, which requires two readings. If approved on second consideration, increased funding will be added to the budget and increased funds recorded within the related account(s) using the city's finance software.

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Thad Jablonski, Finance Director, tjablonski@columbiatn.gov, 931.560.1580

AGENDA ITEM TITLE: RESOLUTION NO. 26-22 - A RESOLUTION ADOPTING "COLUMBIA 2026" AS THE ANNUAL STRATEGIC PLAN FOR THE CITY OF COLUMBIA

RECOMMENDATION: Approve Resolution No. 26-22.

INFORMATION: On February 24, 2026, the Mayor, City Council, City Manager and Assistant City Manager participated in a strategic planning workshop facilitated by Judy King with Quality Management Services, LLC. During the annual workshop, Management and the City Council reviewed progress and key projects from the prior year and updated established priorities and objectives with new goals in addition to the existing plan to achieve over the next 12 months.

As City officials and staff continue to work towards achieving the community's long-term vision for Columbia, staff will continue to present progress reports which help to align the City's current year work plan and budget priorities with the goals and objectives identified in the proposed 2026 Strategic Plan.

With City Council's approval, the Columbia Strategic Plan, *Columbia 2026*, will be made available for public distribution.

ATTACHMENTS: Staff Report, Resolution No. 26-22, Columbia 2026 Strategic Plan.

A RESOLUTION ADOPTING "COLUMBIA 2026" AS THE ANNUAL STRATEGIC PLAN FOR THE CITY OF COLUMBIA

WHEREAS, the City of Columbia is committed to identifying the ways in which the organization can best achieve its potential; and

WHEREAS, the City Council of the City of Columbia recognizes that a formal strategic plan helps identify a city's mission, vision, strengths, weaknesses, opportunities and threats; and

WHEREAS, the City Council of the City of Columbia endorses the agreed upon vision, goals and objectives within the Columbia Strategic Plan 2026 that will guide the City's future; and

WHEREAS, the Columbia Strategic Plan 2026 was developed by Judy King of Quality Management Services, LLC with assistance from the City Council, the City Manager, City departments, and citizens of the City of Columbia.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF COLUMBIA, that the City Council hereby adopts the Columbia Strategic Plan 2026.

BE IT FURTHER RESOLVED BY THE CITY OF COLUMBIA, TENNESSEE that the City Council recognizes the significant investment of time and effort in the strategic planning sessions and therefore resolves:

(1) to refer frequently to the goals and objectives deified in the plan, a.k.a, the 2026 Strategic Plan, and making a true effort to implement and achieve them; and

(2) to make a good-faith effort to make decisions and pass policies that are compatible with the City's mission and vision statements.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF COLUMBIA, TENNESSEE, this the 12th day of March, 2026.

_____
CHARLES (CHAZ) M. MOLDER, MAYOR

ATTEST:

_____
THAD H. JABLONSKI, CITY RECORDER

LEGAL FORM APPROVED:

_____
JAKE HUBBELL, CITY ATTORNEY

2026 Strategic Planning Input from City Council and City Staff

In preparation for the Annual Strategic Planning for the City of Columbia, Judy Z. King, Founder & Principal of Quality Management Services, LLC, conducted interviews of all City Council Members, the Mayor, and all City Department Heads. The input gleaned from these interviews was summarized and appears in this report.

The first questions posed were to determine if the existing Vision and Goals were still appropriate for the City. They were both unanimously validated by all persons interviewed.

VISION 2038

Columbia 2038 is a *HISTORIC COMMUNITY* with *NATURAL BEAUTY* and the *REGIONAL HUB FOR SOUTH CENTRAL TENNESSEE*.

Columbia 2038 has an *ACTIVE DOWNTOWN*, a choice of *LIVABLE NEIGHBORHOODS*, and a *GROWING ECONOMY*.

Columbia 2038 has tremendous *COMMUNITY SPIRIT*, and is a *GREAT PLACE TO LIVE*!

GOALS 2038

Financially Responsible City Providing Excellent Services

Upgraded Streets, Improved Transportation System

Growing City Economy

More Attractive, Livable City

Vibrancy of All (5) City Wards

Strengths	
CITY COUNCIL INPUT	**CITY STAFF INPUT**
1. Excellent working relationships and communication within and between Council and City Staff 2. Knowledgeable, dedicated, and effective City Manager's Office, Department Heads and employees who work as a team; high service level to customers 3. Financial strength, stability, and management 4. Columbia's charm 5. Managing quality growth more effectively 6. Enhancements made in the 3rd Ward 7. Improving livability for citizens (Aquatics Center, splash pad, First Fridays and other events, thriving DT, bike trails, etc.) 8. Geographic location, marketable community 9. Planning for the future	1. Same as Council, 1-9 2. City's high commitment and loyalty to employees 3. Appreciate the brave and necessary move made by the Council regarding water rates 4. Every economic level of citizens receives the same level of service

Weaknesses	
CITY COUNCIL INPUT	**CITY STAFF INPUT**
1. Water supply issues in the short term 2. City and County poor relationship and collaboration; City needs to be respected 3. Growing division within the City: Growth vs. Anti-Growth and associated incivility 4. Low citizen awareness of what the City does 5. Adverse impacts of previous decisions on growth 6. Traffic congestion, especially Bear Creek Pike and access to 840 7. Lack of high-quality commercial development (retail, full-service restaurants, hotels/meeting space; seen as a discount community) 8. Limited activities & programs for youth, ages 12-17 (after school, sports, etc.) 9. Homelessness and panhandling 10. Trash and debris on unoccupied lots and right of ways 11. DT building owners not keeping up their property	1. Same as Council, 1-10 2. Growth that may outstrip the departments to continue to serve at high levels; difficult to hire well qualified candidates, more stations needed, etc. 3. Skilled, experienced employees, including supervisors, aging out 4. Lack of affordable housing

Opportunities	
CITY COUNCIL INPUT	**CITY STAFF INPUT**
1. Develop agreement with Spring Hill for handling their wastewater for significant revenue generation through fees 2. Commercial development (white collar jobs, higher quality retail, full service restaurants, grocery store; increased collaboration with Maury Alliance); use innovative approaches 3. Develop a Conference Center with an associated hotel; develop a boutique hotel DT 4. Increase citizen awareness of the City's services and excellent performance 5. Traffic alleviation: Bear Creek Pike widening; intersection improvements (James Campbell Blvd. and Hampshire; Tom J. Hitch and Hwy 50) 6. More activities for youth and families that are accessible by all 7. Develop a park on the north side of the City 8. Improved walkability and connectivity: develop the Rails to Trails linkage between DT and the Arts District, Ward 3 9. Develop a baseball complex like Ridley	1. Same as Council, 1-8 2. Affordable housing 3. Explore more grants and consider having a PT or contract Grants Writer 4. Solicit "on call, as needed" professional services, such as surveyors, engineers, to speed up responsiveness and complete projects sooner

Threats	
CITY COUNCIL INPUT	**CITY STAFF INPUT**
1. Not keeping Columbia's charm 2. Upcoming election year and potential changes in Council; new Mayor 3. City and County government conflicts 4. Social media misinformation 5. Hazards of not addressing public misinformation 6. Continued growth of the City stressing the infrastructure and ability to serve the public 7. Layoffs at two major plants 8. Cyber attacks and abuse of AI 9. Extremism, terrorism (security around water and wastewater plants needed) 10. Weather events (tornados, floods)	1. Same as Council 1-10 2. Rising cost of doing business and the adverse impacts on businesses and City operations 3. Aging employment base 4. Difficult to attract and retain high quality personnel 5. Compensation becoming uncompetitive 6. Loss of City Manager in the future 7. Uprisings and violence at events and schools 8. Escalating healthcare costs

One Major Change…	
CITY COUNCIL INPUT	**CITY STAFF INPUT**
1. Desired commercial development; make Columbia a destination with hotels, restaurants, retail 2. City and County work well together 3. Manage positive growth; have infrastructure and growth in sync 4. Address traffic issues: widen Bear Creek Pike 5. Develop a park in Ward 5 6. Take Parks & Rec to an even greater level 7. Develop the African American Cultural Center and Museum 8. All Council members be present at all major events and show unity	1. Same as Council, 1-6 2. Enhance communication between City and residents, based upon their interest 3. Build a Conference Center with an associated hotel 4. Improved walkability and connectivity between districts 5. Continued successful promotion of the City

Hope Never Changes	
CITY COUNCIL INPUT	**CITY STAFF INPUT**
1. Columbia's small town charm; pride and attitude of most people who are gracious and kind to each other 2. DT's authentic sense of place and vibrancy 3. Collaboration between the Council and City Staff 4. Great City Manager Office leadership; City Staff teamwork and service to citizens 5. Council makes decisions that benefit the whole City, not just one ward or just a few citizens	1. Same as Council, 1-4 2. Confidence from City Manager, Council, and community in department effectiveness 3. How the City cares for its employees

Specific Initiatives

City Manager's Office	
CITY COUNCIL INPUT	**CITY STAFF INPUT**
1. Execute agreement with Spring Hill for handling their wastewater 2. Recruit desired industry and commercial development DT and elsewhere through continued collaboration with Maury Alliance 3. Urge the County to collaborate more effectively on mutually beneficial projects 4. Collaborate further with TDOT on projects 5. Secure more affordable housing 6. Further develop the Arts District 7. Promote having a unified, highly visible Council 8. Support having all wards receive equal attention 9. Develop the African American Cultural Center and Museum	1. Increase City and citizen interaction and education (Columbia 101, Job Fairs, Junior Fire Fighters, Explorer Program in PD, Citizens Police Academy, Junior Main Street, Mayor's Youth Council) 2. Explore more grants and consider having a PT or contract Grants Writer

DEVELOPMENT SERVICES	
CITY COUNCIL INPUT	**CITY STAFF INPUT**
1. Continue with positive, controlled growth 2. Improve Codes' ability to deal with trash on vacant lots and right of ways 3. Address neon and vape signs in store windows 4. Continued evaluation of development code	1. Promote core redevelopment: James Campbell Blvd to Tom J. Hitch inner loop (Wards 2, 3 and 4) 2. Solicit "on call, as needed" professional services, such as surveyors, engineers, to speed up responsiveness and complete projects sooner

FINANCE	
CITY COUNCIL INPUT	**CITY STAFF INPUT**
1. None	1. Finance software implementation finished

FIRE & RESCUE	
CITY COUNCIL INPUT	**CITY STAFF INPUT**
1. None	1. Explore response areas 2. Northside Fire Station 3. Issues with Fire Station #5
HUMAN RESOURCES	
CITY COUNCIL INPUT	**CITY STAFF INPUT**
1. None	1. Address staffing adequacy in all departments 2. Emphasize continuing education, conference attendance and certifications gained and maintained 3. Expand internship program 4. Hold job fairs 5. Engage with high schools and colleges for potential connections
MIS	
CITY COUNCIL INPUT	**CITY STAFF INPUT**
1. Continued focus on cyber attack preparedness	1. Same as Council 1 2. Use of AI, both productivity enhancement as well as abuse 3. Discuss Computer Aided Dispatch with Tyler Technologies
PARKS & RECREATION	
CITY COUNCIL INPUT	**CITY STAFF INPUT**
1. Expand recreational activities for families and youth (aged 12-17) 2. Develop a Park on the North side of the City 3. Develop a baseball complex	1. Continue having Columbia, a smaller city, operate as a bigger city
POLICE	
CITY COUNCIL INPUT	**CITY STAFF INPUT**
1. Address homelessness and panhandling compassionately and effectively	1. Explore response areas and sub-stations due to growth 2. Further prepare for uprisings and violence at events and schools

PUBLIC WORKS/TRANSPORTATION	
CITY COUNCIL INPUT	**CITY STAFF INPUT**
1. Infrastructure upgrades: sidewalks, bridges, streets 2. Intersection improvements (James Campbell Blvd. and Hampshire; Tom J. Hitch and Hwy 50) 3. Traffic study to decrease the miles per hour on Nashville Highway from Neapolis to Columbia (45 or 50 mph)	1. Same as 1 & 2 2. Construction and completion of Phase 2 PW Facility improvements

TOURISM & MARKETING	
CITY COUNCIL INPUT	**CITY STAFF INPUT**
1. Build a Conference Center with an accompanying hotel 2. Refresh the City brand 3. Emphasize our heritage and help maintain it 4. Continued promotion of the arts, artists and the Arts District 5. Continued beautification of DT, apply for grants 6. Emphasize all the good things done; good town with good people and good things going on	1. Conduct a feasibility study on a Conference Center and hotel 2. Continue the wayfinding signage plan 3. Continued commitment to beautification, including gateways into the City 4. Have safe pedestrian connectivity (rail bridge) between DT and the Arts District 5. Focus on an Entertainment District for DT, with rules and regulations for being able to walk around with alcohol 6. Recruit a boutique hotel for DT 7. Visit Columbia is a strong brand and has a good reputation overall

WASTEWATER	
CITY COUNCIL INPUT	**CITY STAFF INPUT**
1. Continue with the new wastewater treatment facility	1. Keep the existing WW plant operational at high standards; address maintenance needs 2. Pumpkin Creek sewer pump station replacement

2026 Council Prioritized Initiatives

TOP PRIORITY
1. Identify site for fire station, police sub-station and park on the north side
2. Finalize agreement with Spring Hill on handling their wastewater, if feasible
3. Continue retail and commercial development (white collar jobs, higher quality retail, full service restaurants, grocery store)
4. Alleviate traffic: Bear Creek Pike widening; intersection improvements (James Campbell Blvd. and Hampshire; Tom J. Hitch and Hwy 50)
5. Increase City and citizen interaction and education (Columbia 101, Job Fairs, Junior Fire Fighters, Explorer Program in PD, Citizens Police Academy, Junior Main Street, Mayor's Youth Council)
6. Increase activities for families and youth (12-17), including provisions for baseball leagues
7. Upgrade infrastructure: sidewalks, bridges, streets
8. Enhance the City and County relationship
9. Support maintenance of Rose Hill and Rosemont cemeteries

HIGH PRIORITY
1. Prepare ordinances addressing panhandling and maintenance of right of ways
2. Plan and fund Pumpkin Creek sewer pump station
3. Study City Conference Center, preferably with an accompanying hotel
4. Improve walkability and connectivity between districts: develop the Rails to Trails linkage between DT and the Arts District, Ward 3
5. Establish a Social/Entertainment District
6. Continue beautification of DT
7. Continue adoption of AI

City Staff Projects

1. Address DT building owners not keeping up their property
2. Solicit “on call, as needed” professional services, such as surveyors, engineers, to speed up responsiveness and complete projects sooner
3. Promote core redevelopment: James Campbell Blvd to Tom J. Hitch inner loop (Wards 2, 3 and 4)
4. Engage with high schools and colleges for potential employment connections
5. Emphasize continuing education, conference attendance and certifications gained and maintained
6. Expand internship program
7. Discuss Computer Aided Dispatch with Tyler Technologies

Respectfully submitted,

Judy Z. King, ISHC
Founder & Principal
Quality Management Services, LLC

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Paul Keltner, AICP, Development Services Director pkeltner@columbiatn.gov 931-560-1560

AGENDA ITEM TITLE: 2ND CONSIDERATION OF ORDINANCE NO. 4578 - AN ORDINANCE TO AMEND ORDINANCE NO. 4400 - THE SAME BEING THE ZONING ORDINANCE OF THE CITY OF COLUMBIA, TENNESSEE BY AMENDING THE COMMERCIAL DOWNTOWN HISTORIC DISTRICT OVERLAY TO INCLUDE PROPERTY AT 810 WOODLAND STREET, BEING TAX MAP 99A GROUP K PARCEL 11.00.- WARD 3.

RECOMMENDATION: Approve Ordinance No. 4578 on second consideration.

INFORMATION: The applicant is requesting the aforementioned property be incorporated into the City's Downtown Commercial Historic District overlay. This request was reviewed at the December Historic Zoning Commission and recommended. It was also reviewed at the January Planning Commission meeting and recommended for approval.

CERTIFICATION: N/A

ATTACHMENTS: Staff Report Ordinance No. 4578; Ordinance No. 4578; Ordinance No. 4578 Exhibit A; DS Staff Report.

AN ORDINANCE TO AMEND ORDINANCE NO. 4400 - THE SAME BEING THE ZONING ORDINANCE OF THE CITY OF COLUMBIA, TENNESSEE BY AMENDING THE COMMERCIAL DOWNTOWN HISTORIC DISTRICT OVERLAY TO INCLUDE PROPERTY AT 810 WOODLAND STREET, BEING TAX MAP 99A GROUP K PARCEL 11.00.

BE IT ORDAINED BY THE CITY OF COLUMBIA:

Section 1: That the City of Columbia Zoning Ordinance, the same being Ordinance No. 4400, and the zoning maps therein adopted be, and the same are hereby amended by the extension of the Downtown Columbia Commercial Historic District overlay on said zoning maps to include property at 810 Woodland Street, being Tax Map 99A Group K Parcel 11.00.

Section 2: Said overlay extension is located in the Ninth Civil District of Maury County, Tennessee, within the corporate limits of the City of Columbia. The location map, which is attached hereto and incorporated herein by reference, is identified as Exhibit "A".

Section 3 This Ordinance is passed after review by the Columbia Municipal Planning Commission with a recommendation of approval on the 14th day of January, 2026, and after a public hearing held on the 12th day of February, 2026, with notice of said hearing being given in Main Street Maury of Columbia, Tennessee, twenty-one (21) days or more before said hearing.

Section 4: That ordinances or parts of ordinances in conflict herewith are hereby repealed.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF THE CITY OF COLUMBIA, TENNESSEE, This the 12th day of March, 2026.

_____
CHARLES (CHAZ) M. MOLDER, MAYOR

ATTEST:

_____
THAD H. JABLONSKI, CITY RECORDER

LEGAL FORM APPROVED:

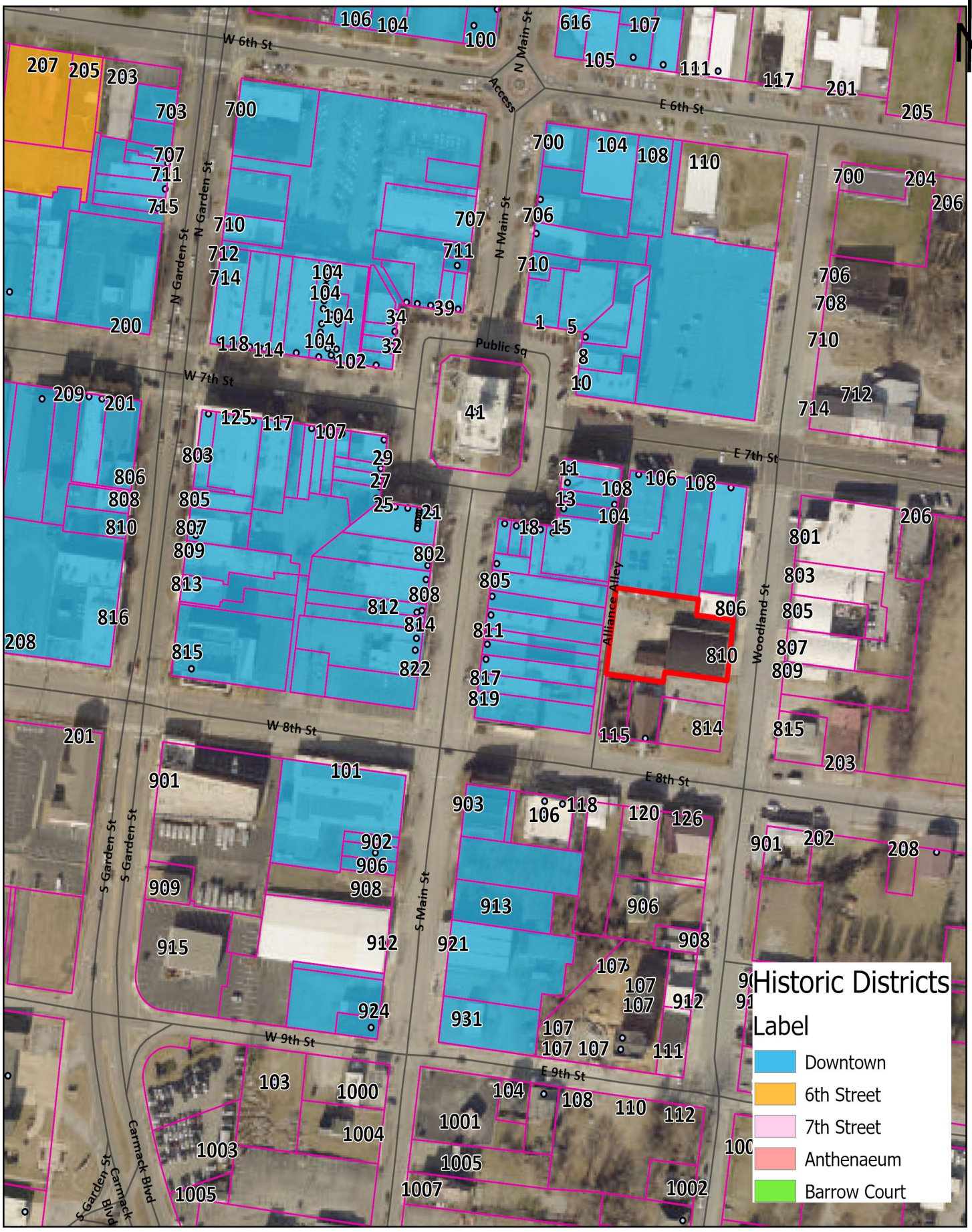
_____
JAKE HUBBELL, CITY ATTORNEY

APPROVED FOR FIRST CONSIDERATION:

_____
ANTHONY R. MASSEY – CITY MANAGER

Passed on 1st consideration _____

Passed on 2nd consideration:_____



Case #25-0425
810 Woodland St.
Tax Map 99A Group K Parcel 11

City of Columbia
Development Services
700 N. Garden Street
Columbia, TN 38401
www.columbiatn.gov

810 Woodland Street

Project #:	25-0425	**Location:**	Tax Map 099A K Parcel 011.00
Applicant:	Kristen Newton, TKC-AE	**Case Type(s):**	Rezone/Map Amendment
Staff Planner:	Robert Archibald, Principal Planner	**Proposed Use:**	Commercial

PROJECT SUMMARY

The applicant requests approval to designate the property at 810 Woodland Street as part of the Downtown Commercial Historic District. Previously the applicant received a favorable recommendation from the Columbia Historic Commission to be accepted into this District as a result of meeting the criteria for designation as defined in the Zoning Ordinance **§ 8.5.12.F.**

- The subject site is located at 810 Woodland Street and is zoned CD-5 (Urban Center Character District).
- The Historic Zoning Commission evaluated this application in December 2025, and submits a favorable recommendation for the rezone request amending the Downtown Commercial Historic District Overlay to include this property.
- The Development Review Committee (DRC) evaluated this application in December 2025.
- Key comments from the DRC are listed in this report. Full technical comments, along with the applicant's responses, are provided in the agenda packet.
- The proposed request conforms to the standards of the Zoning Ordinance. Detailed analysis is provided in the conformity section below.
- The Planning Commission is a **recommending body** for a Rezoning. **Section 8.5.19** of the Zoning Ordinance lists the criteria for Planning Commission action.
- Commentary from professional planning staff is provided below. The commentary identifies recommended conditions of approval.
- Templates are provided at the end of the report to assist the Planning Commission in crafting properly formatted motions.

COMMENTARY FROM PROFESSIONAL STAFF

The applicant petitioned the Historic Zoning Commission in December 2025 to consider Historic Designation and inclusion of the property located at 810 Woodland Street within the Downtown Commercial Historic District. In support of this request, the applicant submitted documentation demonstrating the property's historical connection to and consistency with the established district boundaries.

The Historic Zoning Commission reviewed the petition in accordance with the criteria set forth in Section 8.5.12 of the Zoning Ordinance and hereby submits a formal favorable recommendation to the Planning Commission for approval of the associated Rezone/Map Amendment to include 810 Woodland Street within the Downtown Commercial Historic District. The Commission finds that the request meets all applicable criteria for Historic designation.

Additionally, staff notes that the building is included in the 2024 Historic Inventory as a property recommended as eligible for Historic designation due to its historic automotive-related association with the area and its satisfaction of the minimum 50-year age requirement, retaining defining characteristics of the 20th-Century Commercial architectural style.

REVIEW PROCESS

The Historic Zoning Commission reviewed the proposed Historic Designation at its meeting in December 2025, as required by section **8.5.12.F** of the Zoning Ordinance. The staff report is included as part of this report.

The Development Review Committee reviewed the proposed Rezone/Map Amendment at its December 2025 meeting, as required by section **8.5.21.K.5** of the Zoning Ordinance. Technical comments are provided in the agenda package and are summarized above.

Section **8.3.3.B.3** of the Zoning Ordinance authorizes the Planning Commission to make "recommendations to the City Council on a Rezone/Map Amendment."

Section **8.5.19.H** of the Zoning Ordinance establish the criteria for Planning Commission review and action on the proposed Rezone/Map Amendment.

8.5.19.H Rezoning

1. Notice Requirements shall be met as described in Section **8.5.4.D**.
2. The Planning Commission shall make its recommendation within 30 days of its initial public hearing. The time period for a recommendation may be altered, as in the case of significant modifications, in which case one additional 30-day period shall be granted before the case shall go to the City Council.
3. When a recommendation is not rendered within the time periods established in this section, the City Council may process the request without a Planning Commission recommendation.
4. The Planning Commission in its review and recommendation, shall make specific findings with regard to the following grounds for an amendment and shall note the same in the official record as follows:
    a. The Rezoning is consistent and not in conflict with the Comprehensive Plan or other applicable approved local plans for the area, provided the Planning Commission is not obligated to recommend approval of request which would bring existing zoning into conformity with the Comprehensive Plan prior to the time such change is warranted by the findings of **8.5.19.H.4.e and f**.
    b. It has been determined that the legal purposes for which zoning exist, as set forth in Section **1.5**.
    c. It has been determined that there will be no adverse effect upon Adjoining property owners unless such effect can be justified by the overwhelming public good or welfare.

d. It has been determined that no one property owner or small group of property owners will benefit materially from the change to the detriment of the general public.
e. It has been determined that conditions affecting the area have changed to a sufficient degree to warrant the Zoning Map Amendment or that the existing zoning of the property was the result of a mistake.
f. It has been determined that adequate school, road, parks, wastewater treatment, water supply, and stormwater drainage facilities are available.

Section **8.3.2.B.2** directs the City Council to rend a final decision on the Rezoning/Map Amendment

SAMPE MOTIONS

Approve:

Move to find, based on the information presented by the applicant and the analysis provided by city staff, that the criteria listed in section **8.5.19** of the City of Columbia Zoning Ordinance have been satisfied and recommend approval of the proposed Rezone/Map Amendment [,subject to technical comments and other conditions presented by planning staff].

Approve Subject to Conditions:

Move to find, based on the information presented by the applicant and the analysis provided by city staff, that the criteria listed in section **8.5.19** of the City of Columbia Zoning Ordinance have been satisfied, and recommend approval of the proposed Rezone/Map Amendment as presented, subject to the following conditions: [*list conditions of approval crafted by Planning Commission*].

Deny:

Move to deny recommend denial of the requested Rezone/Map Amendment having found, based on the information presented by the applicant and the analysis provided by city staff, that the criteria listed in section **8.5.19** of the City of Columbia Zoning Ordinance are not satisfied: [list any other reasons for denial].

Defer:

Move to find that there is insufficient information to make a decision, defer the matter to the next regularly scheduled meeting of the Planning Commission, and request that the [applicant/staff] provide: [list additional information] for review at a future meeting.

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Thad Jablonski, Finance Director, tjablonski@columbiatn.gov, 931.560.1580

AGENDA ITEM TITLE: 2ND CONSIDERATION OF ORDINANCE NO. 4581 (AS AMENDED) – AN ORDINANCE TO AMEND THE FISCAL YEAR 2025-2026 BUDGET ORDINANCE NO. 4544, AS AMENDED, PROVIDING FOR REVISIONS TO THE GENERAL, STATE STREET AID, CAPITAL PROJECTS, GRANTS AND WASTEWTER FUNDS

RECOMMENDATION: Approve Ordinance No. 4581 as amended on second consideration.

INFORMATION: The proposed ordinance is the third amendment to the FY 2026 Appropriation Ordinance, impacting the General, State Street Aid, Capital Projects, Grants and Wastewater Funds.

Within this budget amendment, the following items are included:

- Transfer funds from budgeted reserves ($39,560) for budget requests for Police,
- Transfer $38,000 from Development Services to Capital Projects for conference room renovations on first floor,
- Budget $5,000 Fire Dept. donation,
- Budget Violent Crime Intervention Funds (VCIF) Grant in amount of $1,300,000.

Added on second consideration:

- Budget State Street Aid Paving remainder for approved FY 26 funding totaling $500,000,
- Budget US Bank annual fee amount totaling $450.

A detailed schedule of items included within this budget amendment is attached. This amendment increases the City's total budget for FY 2026 by $1,843,450 to $184,971,390.

ATTACHMENTS: Staff Report Ordinance No. 4581 as amended, Ordinance No. 4581 as amended, Supporting Documentation, Budget Summary.

ORDINANCE NO. 4581 (AS AMENDED)

AN ORDINANCE TO AMEND THE FISCAL YEAR 2025-2026 BUDGET ORDINANCE NO. 4544, AS AMENDED, PROVIDING FOR REVISIONS TO THE GENERAL, STATE STREET AID, CAPITAL PROJECTS, GRANTS AND WASTEWTER FUNDS

BE IT ORDAINED BY THE CITY OF COLUMBIA, TENNESSEE:

Section 1: That Ordinance No. 4544, the same being the Appropriation Ordinance for the City of Columbia for the Fiscal Year July 1, 2025 through June 30, 2026, be amended. That the total budget appropriation for the fiscal year be increased from $183,127,940 to $184,971,390, an increase of $1,843,450.

Section 2: That the budget appropriations shall be revised as follows:

General Government total of $15,840,631 be amended to $15,839,071, a decrease of $1,560.

Police total of $12,071,475 be amended to $12,111,035, an increase of $39,560.

Fire total of $10,093,440 be amended to $10,098,440, an increase of $5,000.

Development Services total of $2,881,721 be amended to $2,843,721, a decrease of $38,000.

State Street Aid total of $3,932,844 be amended to $4,432,844, an increase of $500,000.

Capital Projects total of $13,534,489 be amended to $13,572,489, an increase of $38,000.

Grants total of $2,599,006 be amended to $3,899,006, an increase of $1,300,000.

Wastewater total of $101,683,086 be amended to $101,683,536, an increase of $450.

ALL OTHER APPROPRIATIONS REMAIN THE SAME.

Section 3: This ordinance is enacted pursuant to and in compliance and conformity with Article 9, Section 9 of the Charter of the City of Columbia, with Notice of Public Hearing published on the 25th day of February, 2026, and it shall be executed and construed consistent with said charter and laws of the State of Tennessee.

Section 4: That all ordinances or parts of ordinances in conflict herewith are hereby repealed.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF COLUMBIA, TENNESSEE, THIS THE ____ DAY OF MARCH, 2026.

_____

CHARLES (CHAZ) M. MOLDER, MAYOR

ATTEST:

_____

THAD H. JABLONSKI, CITY RECORDER

LEGAL FORM APPROVED:

_____

JAKE HUBBELL, CITY ATTORNEY

APPROVED FOR FIRST CONSIDERATION:

_____

ANTHONY R. MASSEY, CITY MANAGER

Passed on 1st Consideration: _____

Passed on 2nd Consideration: _____

Summary of Appropriation Amendment #3
2nd Consideration - March 12th (3/12/26)

General City Admin		
Budget transfer to Capital Projects		38,000.00
Transfer funds from budgeted reserves for budget requests for Police		(39,560.00)
Total General City Admin	**$**	**(1,560.00)**
Police		
Budget funds for clothing budget request (TSFR budgeted reserves)		13,600.00
Budget funds for software maintenance - camera systems (TSFR budgeted reserves)		25,960.00
Total Police	**$**	**39,560.00**
Fire		
Budget Fire Dept. donation		5,000.00
Total Fire	**$**	**5,000.00**
Development Services		
Rebudget funds for Renovations to 1st floor - conference room		(38,000.00)
Total Development Services	**$**	**(38,000.00)**
TOTAL GENERAL FUND	**$**	**5,000.00**
Capital Projects		
Rebudget funds for Renovations to 1st floor - conference room		38,000.00
Total Capital Projects	**$**	**38,000.00**
Grants		
Budget Violent Crime Intervention Funds (VCIF) Grant		1,300,000.00
		-
Total Grants	**$**	**1,300,000.00**
Total Increase - All Funds (First Consideration)	**$**	**1,343,000.00**
State Street Aid		
Budget State Street Aid Paving remainder for approved FY 26 funding		500,000.00
Total State Street Aid	**$**	**500,000.00**
Wastewater Fund		
Budget US Bank Payment - Debt Service Fee Annual Amount		450.00
Total Wastewater (Sewer) Fund	**$**	**450.00**
Total Increase - All Funds (Second Consideration)	**$**	**500,450.00**
Total Increase - All Funds (First and Second Consideration)	**$**	**1,843,450.00**

CITY OF COLUMBIA
FY 2026 APPROPRIATION AMENDMENT #3
Second Consideration 3/12/26

1) Transfer/budget funds from budgeted reserves for budget requests for Police

Decrease Expenditures

11041900-OC800	$	39,560.00	General Govt - Reserves

Increase Expenditures

11042123-OC326	$	13,600.00	Police - Patrol - Controllable Assets
11042150-OC255	$	25,960.00	Police - Support Services - Software Services

2) Budget Fire Dept. donation

Increase Revenues

110-36720	$	5,000.00	Donations

Increase Expenditures

11042220-OC321	$	5,000.00	Fire - Suppression - Controllable Assets

3) Rebudget funds for Renovations to 1st floor - conference room

Decrease Expenditures

11043710-OC110	$	38,000.00	Development Services - Salaries

Increase Expenditures

41900-OC800	$	38,000.00	Gen Govt - Reserves

Increase Revenues

311-37940	$	38,000.00	TSFR from General Fund

Increase Expenditures

31143710-OC939	$	38,000.00	Grant Fund - JAG Grant - Operating Supplies

4) Budget Violent Crime Intervention Funds (VCIF) Grant

Increase Revenues

322-33458	$	1,300,000.00	Violent Crime Intervention Funds (VCIF) Grant

Increase Expenditures

32242155-OC800	$	1,300,000.00	Violent Crime Intervention Funds (VCIF) Grant - Reserves

Items added for Second Consideration on 3/12/26

5) Budget State Street Aid Paving remainder for approved FY 26 funding

Increase Revenues

12137110	$	500,000.00	Prior Year Revenue

Increase Expenditures

12143100-OC268	$	500,000.00	State Street Aid - Street Paving

6) Budget US Bank Payment - Debt Service Fee Annual Amount

Increase Revenues

412-37110	$	450.00	Prior Year Revenue

Increase Expenditures

41252227-OC689	$	450.00	WW - Pumping Stations - Bear Creek PS

FY 2026 Budget Summary - AA#3						
3/12/2026						
		SERVICES &		CAPITAL	DEBT	AA#3
Departments	PERSONNEL	SUPPLIES	TRANSFERS	OUTLAY	SERVICE	FY 2026
City Council	$98,627	$472,900	$0	$0	$0	$571,527
Legal Services	$278,494	$27,100	$0	$0	$0	$305,594
Management Info Systems	$409,408	$395,455	$0	$0	$0	$804,863
City Manager	$658,956	$301,888	$0	$0	$0	$960,844
Finance & City Recorder	$1,278,695	$62,398	$0	$0	$0	$1,341,093
Human Resources	$215,082	$37,488	$0	$0	$0	$252,570
General City Admin	$1,641,812	$6,141,297	$8,055,962	$0	$0	$15,839,071
Police	$10,121,754	$1,989,281	$0	$0	$0	$12,111,035
Fire	$9,207,355	$891,085	$0	$0	$0	$10,098,440
Streets & Maintenance	$3,621,471	$846,563	$0	$0	$0	$4,468,034
Development Services	$2,377,861	$465,860	$0	$0	$0	$2,843,721
Parks & Recreation	$3,946,607	$1,212,185	$0	$0	$0	$5,158,792
Total General Fund	$33,856,122	$12,843,499	$8,055,962	$0	$0	$54,755,583
State Street Aid Fund	$0	$2,146,823	$2,286,021	$0	$0	$4,432,844
N&V Chief's Fund	$0	$140,000	$0	$0	$0	$140,000
Street & Transportation Fund	$0	$80,000	$0	$0	$0	$80,000
Drug Fund	$0	$81,053	$40,000	$50,000	$0	$171,053
Solid Waste (Sanitation) Fund	$2,031,235	$2,356,077	$510,600	$0	$0	$4,897,912
Debt Service Fund	$0	$0	$0	$0	$1,338,969	$1,338,969
Capital Projects Fund	$0	$500,000	$0	$13,072,489	$0	$13,572,489
Grants Fund	$0	$2,045,000	$0	$1,854,006	$0	$3,899,006
Wastewater (Sewer) Fund	$4,341,608	$6,327,963	$0	$83,520,556	$7,493,409	$101,683,536
Grand Total	$40,228,965	$26,520,416	$10,892,582	$98,497,050	$8,832,378	$184,971,390

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Paul Keltner, AICP, Development Services Director pkeltner@columbiatn.gov 931-560-1560

AGENDA ITEM TITLE: 2ND CONSIDERATON OF ORDINANCE NO. 4582, AN ORDINANCE TO AMEND ORDINANCE NO. 4400 - THE SAME BEING THE ZONING ORDINANCE OF THE CITY OF COLUMBIA, TENNESSEE BY APPROVING THE MORNING POINTE PRELIMINARY PLANNED UNIT DEVELOPMENT MASTER PLAN, FORMERLY PART OF THE RUTHERFORD LANE WESTFIELD PARK MIXED USE PUD, OFF RUTHERFORD LANE AND WESTFIELD DRIVE, BEING A PORTION OF TAX MAP 112 PARCEL 3.07- WARD 1.

RECOMMENDATION: Approve Ordinance No. 4582 on second consideration.

INFORMATION: The applicant is requesting approval of a Preliminary PUD Master Plan for a portion of property off Rutherford Lane and Westfield Drive. Originally part of a 1986 mixed used PUD, the property was not developed as such and the master plan expired. This proposal is for two group facility structures that was reviewed at the January 14, 2026 Planning Commission . The Planning Commission did request changes to the façade along Westfield Drive and with that they recommended approval by a vote of four to zero with two abstenations.

CERTIFICATION: N/A

ATTACHMENTS: Staff Report Ordinance No. 4582, Ordinance No. 4582, Ordinance No. 4582 Exhibit A, DS Staff Report.

AN ORDINANCE TO AMEND ORDINANCE NO. 4400 - THE SAME BEING THE ZONING ORDINANCE OF THE CITY OF COLUMBIA, TENNESSEE BY APPROVING THE MORNING POINTE PRELIMINARY PLANNED UNIT DEVELOPMENT MASTER PLAN, FORMERLY PART OF THE RUTHERFORD LANE WESTFIELD PARK MIXED USE PUD, OFF RUTHERFORD LANE AND WESTFIELD DRIVE, BEING A PORTION OF TAX MAP 112 PARCEL 3.07.

BE IT ORDAINED BY THE CITY OF COLUMBIA:

Section 1: That the City of Columbia Zoning Ordinance, the same being Ordinance No. 4400, and the zoning maps therein adopted be, and the same are hereby amended by approving the Morning Pointe Preliminary Planned Unit Development Master Plan, formerly part of the Rutherford Lane Westfield Park Mixed Use PUD, off Rutherford Lane and Westfield Drive, being a portion of Tax Map 112 Parcel 3.07.

Section 2: Said Planned Unit Development Master Plan is located in the Ninth Civil District of Maury County, Tennessee, within the corporate limits of the City of Columbia. The Morning Pointe Preliminary PUD Master Plan, which is attached hereto and incorporated herein by reference, is identified as Exhibit "A".

Section 3 This Ordinance is passed after review by the Columbia Municipal Planning Commission with a recommendation of approval, on the 14th day of January, 2026, and after a public hearing held on the 12th day of February, 2026, with notice of said hearing being given in Main Street Maury of Columbia, Tennessee, twenty-one (21) days or more before said hearing.

Section 4: That pursuant to Section 8.5.19.K.6 the City Council makes the following findings:

a. The proposed PUD Master Plan is in agreement with the Comprehensive Plan and any applicable local area plans;
b. It has been determined that the legal purposes for which zoning exists are not contravened;

c. It has been determined that there will be no adverse effect upon the Adjoining property owners unless such effect can be justified by the overwhelming public good or welfare;

Section 5: That ordinances or parts of ordinances in conflict herewith are hereby repealed.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF THE CITY OF COLUMBIA, TENNESSEE, This the 12th day of March, 2026.

_____
CHARLES (CHAZ) M. MOLDER, MAYOR

ATTEST:

_____
THAD H. JABLONSKI, CITY RECORDER

LEGAL FORM APPROVED:

_____
JAKE HUBBELL, CITY ATTORNEY

APPROVED FOR FIRST CONSIDERATION:

_____
ANTHONY R. MASSEY – CITY MANAGER

Passed on 1st consideration _____

Passed on 2nd consideration:_____

Know what's below. Call before you dig.

Ordinance 4582 Exhibit A

PUD MASTER PLANS FOR:
MORNING POINTE
RUTHERFORD LANE @ WESTFIELD DRIVE
COLUMBIA, MAURY COUNTY, TENNESSEE 38401
PARCEL ID: 112 00307 000

OWNER
CBP, LLC
COLUMBIA, TENNESSEE 38401

CONTACT: ANDY CRICHTON
931-398-5533

DEVELOPER
MORNING POINTE SENIOR LIVING
2050 UNION PLACE
COLUMBIA, TENNESSEE 38401

CONTACT: FRANKLIN FARROW

CIVIL ENGINEER
FULMER LUCAS ENGINEERING, LLC
2002 RICHARD JONES ROAD - SUITE B200
NASHVILLE, TENNESSEE 37215

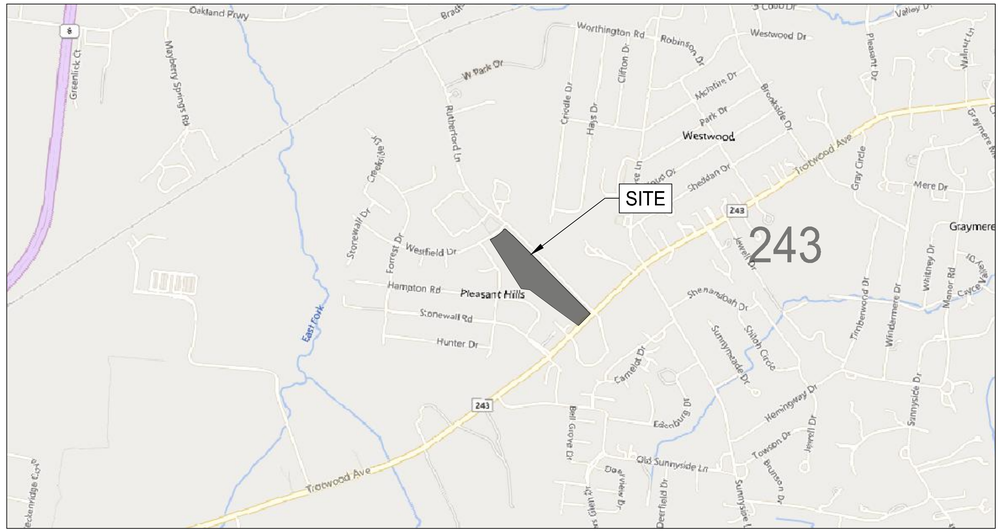
CONTACT: JAY FULMER
615-516-8477

LAND SURVEYOR
M2 GROUP, LLC
1881 GENERAL GEORGE PATTON DRIVE, SUITE 107
FRANKLIN, TENNESSEE 37067

CONTACT: STEPHEN VANDER HORST
931-623-8913

ARCHITECT
NEUHOFF TAYLOR ARCHITECTS, AIA
699 DALLAS ROAD
CHATTANOOGA, TN 37405

CONTACT: RANDALL TAYLOR
423-265-3272



VICINITY MAP
SCALE: 1"=1000'

Sheet List Table	
Sheet Number	Sheet Title
C0.0	COVER SHEET
SV-01	TOPOGRAPHIC SURVEY
C1.0	SITE LAYOUT PLAN
C2.0	SITE GRADING, DRAINAGE, & UTILITY PLAN
EP1.0	PHOTOMETRIC PLAN
A1	FLOOR PLAN
A1	FLOOR PLAN 2
A2	BUILDING ELEVATIONS
A2	BUILDING ELEVATIONS 2
L1.0	TREE PRESERVATION PLAN
L1.1	LANDSCAPE PLAN

SURVEY INFO
PROVIDED BY: M2 GROUP, LLC
DATUM: TENNESSEE STATE PLANE (NAD83 & NAVD 88)

FULMER LUCAS
2002 RICHARD JONES RD - SUITE B200
NASHVILLE, TENNESSEE 37215
INFO@FULMERLUCAS.COM - (615) 345-3770

ALBERT D. LUCAS III — REGISTERED ENGINEER — AGRICULTURE — No. 111995 — STATE OF TENNESSEE — 12/15/2025

PUD MASTER PLAN FOR:
MORNING POINTE
RUTHERFORD LANE @ WESTFIELD DRIVE
COLUMBIA, MAURY COUNTY, TENNESSEE 38401

DR.	DATE	DESCRIPTION
JAF	11/17/2025	PUD MASTER PLAN SUBMITTAL
JAF	12/15/2025	PUD MASTER PLAN RESUBMITTAL

COVER SHEET

C0.0

1421-01 MORNING POINTE

Monday, December 15, 2025
J:\1421 Morning Pointe\2 Documents\02 - Civil\Sheets\1421-01_Cover Sheet.dwg

Xref: \XXXX-XX_24X36 Title_NCS.dwg

LEGAL DESCRIPTION (PER TITLE COMMITMENT)

THE LAND REFERRED TO HEREIN BELOW IN SITUATED IN THE COUNTY OF MAURY, STATE OF TENNESSEE, AND DESCRIBED AS FOLLOWS:

TRACT III:

PARCEL NO. 1:

BOUNDED ON THE NORTH BY L AND N RAILROAD AND RUTHERFORD LANE; EAST BY CRIDDLE MEADOWS SUBDIVISION AND DR. DAN GRAY; SOUTH BY MT. PLEASANT PIKE OR U.S. NO. 43 HIGHWAY, PLEASANT HILLS SUBDIVISION, J.A. MORGAN AND OTHERS; WEST BY RIDLEY BROTHERS. BEING OF RIDLEY BROTHERS TRACT AT THE SOUTHWEST CORNER OF THE HEREIN DESCRIBED TRACT: THENCE WITH RIDLEY BROTHERS AND GENERALLY FOLLOWING A FENCE NORTH 5 DEGREES 16 MINUTES EAST, 1,127.65 FEET TO AN IRON PIN; THENCE WITH SAME NORTH 87 DEGREES 32 MINUTES WEST, 946.15 FEET TO AN IRON PIN; THENCE WITH SAME NORTH 0 DEGREES 50 MINUTES EAST, 359.97 FEET TO A SPIKE IN THE CENTER LINE OF L AND N RAILROAD; THENCE FOLLOWING A STAKED LINE WITH IRON PINS ALONG CENTER LINE OF L AND N RAILROAD AS FOLLOWS: NORTH 53 DEGREES 29 MINUTES EAST, 2,326.46 FEET, NORTH 56 DEGREES 09 MINUTES EAST, 352.0 FEET; NORTH 59 DEGREES 31 MINUTES EAST, 326.96 FEET; NORTH 62 DEGREES 32 MINUTES EAST, 264.30 FEET; NORTH 65 DEGREES 18 MINUTES EAST, 278.60 FEET; NORTH 67 DEGREES 39 MINUTES EAST, 221.60 FEET TO AN IRON PIN; THENCE LEAVING RAILROAD AND GENERALLY FOLLOWING A FENCE ALONG THE SOUTH MARGIN OF RUTHERFORD LANE SOUTH 87 DEGREES 27 MINUTES EAST, 916.74 FEET TO AN IRON PIN; THENCE WITH SAME SOUTH 86 DEGREES 19 MINUTES EAST, 149.18 FEET TO A STAKE; THENCE WITH THE WEST LINE OF CRIDDLE MEADOWS SUBDIVISION SOUTH 4 DEGREES 04 MINUTES WEST, 2,743.39 FEET TO AN IRON PIN; THENCE WITH THE SOUTH LINE OF CRIDDLE MEADOWS SUBDIVISION SOUTH 85 DEGREES 56 MINUTES EAST, 400.0 FEET TO AN IRON PIN; THENCE WITH SAME SOUTH 84 DEGREES 29 MINUTES EAST, 221.98 FEET TO AN IRON PIN; THENCE WITH DR. DAN GRAY SOUTH 13 DEGREES 46 MINUTES EAST, 24.80 FEET TO AN IRON PIN; THENCE WITH SAME SOUTH 55 DEGREES 24 MINUTES WEST, 95.22 FEET TO AN IRON PIN; THENCE WITH SAME SOUTH 42 DEGREES 15 MINUTES EAST, 93.35 FEET TO AN IRON PIN; THENCE WITH SAME SOUTH 24 DEGREES 43 MINUTES EAST, 99.95 FEET TO AN IRON PIN; THENCE WITH SAME SOUTH 55 DEGREES 50 MINUTES WEST, 178.04 FEET TO AN IRON PIN: THENCE WITH SAME SOUTH 39 DEGREES 27 MINUTES EAST, 820.80 FEET TO AN IRON PIN; THENCE WITH THE NORTH MARGIN OF MT. PLEASANT PIKE SOUTH 42 DEGREES 32 MINUTES WEST, 506.57 FEET TO AN IRON PIN; THENCE WITH J. A. MORGAN AND OTHERS NORTH 68 DEGREES 05 MINUTES WEST, 424.19 FEET TO AN IRON PIN; THENCE WITH SAME AND WITH PLEASANT HILLS SUBDIVISION NORTH 57 DEGREES 35 MINUTES WEST, 418.17 FEET TO AN IRON PIN; THENCE WITH PLEASANT HILLS SUBDIVISION NORTH 88 DEGREES 01 MINUTES WEST, 680.26 FEET TO AN IRON PIN; THENCE WITH SAME NORTH 88 DEGREES 21 MINUTES WEST, 514.0 FEET TO AN IRON PIN; THENCE WITH SAME NORTH 88 DEGREES 01 MINUTES WEST, 308.0 FEET TO AN IRON PIN; THENCE WITH SAME NORTH 87 DEGREES 37 MINUTES WEST, 431.0 FEET TO AN IRON PIN; THENCE WITH PROPOSED PLEASANT HILLS SUBDIVISION, SECTION 4; AND J. A. MORGAN AND OTHERS NORTH 87 DEGREES 23 MINUTES WEST, 919.68 FEET TO AN IRON PIN; THENCE WITH J. A. MORGAN AND OTHERS NORTH 86 DEGREES 26 MINUTES WEST, 310.82 FEET TO THE POINT OF BEGINNING.

THERE IS A TVA POWER LINE HAVING A 250 RIGHT-OF-WAY ACROSS THE EAST PORTION OF THE ABOVE DESCRIBED TRACT. THERE IS A 100-FOOT CHARTERED RAILROAD RIGHT-OF- WAY ON THIS TRACT ALONG THE RAILROAD LINE.

PARCEL NO. 2:

BOUNDED ON THE NORTH BY RAYMOND MCMEEN AND TOM BURT; C. C. PINCKNEY; W. CLYDE BAKER AND RUTHERFORD LANE; EAST AND SOUTH BY L AND N RAILROAD AND WEST BY RIDLEY BROTHERS. BEGINNING AT AN IRON PIN IN MCMEEN AND BURT'S SOUTH LINE; SAID POINT BEING THE NORTHWEST CORNER OF THE HEREIN DESCRIBED TRACT; THENCE WITH MCMEEN AND BURT FARM, C. C. PINCKNEY AND W. CLYDE BAKER GENERALLY FOLLOWING A FENCE SOUTH 87 DEGREES 52 MINUTES EAST, 1079.03 FEET TO AN IRON PIN; THENCE WITH BAKER GENERALLY FOLLOWING A FENCE SOUTH 85 DEGREES 57 MINUTES EAST, 490.23 FEET TO AN IRON PIN; THENCE WITH SAME SOUTH 85 DEGREES 46 MINUTES EAST, 371.10 FEET TO AN IRON PIN; THENCE WITH SAME NORTH 5 DEGREES 29 MINUTES EAST, 342.33 FEET TO AN IRON PIN; THENCE WITH SAME SOUTH 87 DEGREES 35 MINUTES EAST, 504.44 FEET TO AN IRON PIN; THENCE WITH SAME SOUTH 88 DEGREES 15 MINUTES EAST, 300.05 FEET TO AN IRON PIN; THENCE WITH THE SOUTH MARGIN OF RUTHERFORD LANE SOUTH 89 DEGREES 17 MINUTES EAST, 1,160.19 FEET TO AN IRON PIN; THENCE WITH SAME SOUTH 87 DEGREES 27 MINUTES EAST, 13.46 FEET TO AN IRON PIN IN CENTER LINE OF L AND N RAILROAD; THENCE WITH THE CENTER LINE OF L AND N RAILROAD FOLLOWING A STAKED LINE WITH IRON PINS AS FOLLOWS: SOUTH 67 DEGREES 39 MINUTES WEST, 221.60 FEET; SOUTH 65 DEGREES 18 MINUTES WEST, 278.60 FEET; SOUTH 62 DEGREES 32 MINUTES WEST, 264.30 FEET; SOUTH 59 DEGREES 31 MINUTES WEST, 326.96 FEET; SOUTH 56 DEGREES 09 MINUTES WEST, 252.0 FEET; SOUTH 53 DEGREES 29 MINUTES WEST, 2,305.30 FEET; THENCE LEAVING RAILROAD AND WITH RIDLEY BROTHERS GENERALLY FOLLOWING A FENCE AS FOLLOWS: NORTH 20 DEGREES 46 MINUTES WEST, 328.63 FEET TO AN IRON PIN; NORTH 32 DEGREES 52 MINUTES WEST, 326.42 FEET TO AN IRON PIN; NORTH 23 DEGREES 49 MINUTES WEST, 428.85 FEET TO AN IRON PIN; NORTH 17 DEGREES 02 MINUTES WEST, 922.55 FEET TO THE POINT OF BEGINNING, THERE IS A 100-FOOT CHARTERED RIGHT-OF-WAY ON THIS TRACT ALONG THE RAILROAD LINE.

TRACT IV:

LOCATED IN THE NINTH (9TH) CIVIL DISTRICT OF MAURY COUNTY, TENNESSEE, NEAR THE INTERSECTION OF WEST PARK DRIVE AND THE L AND N RAILROAD. BOUNDED ON THE NORTH BY L AND N RAILROAD; EAST BY WEST PARK DRIVE; SOUTH AND WEST BY A. D. CRICHTON AND OTHERS, AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A SPIKE IN THE CENTER OF L AND N RAILROAD, SAID POINT IS ALSO IN THE WEST MARGIN OF WEST PARK DRIVE, SAID POINT IS IN THE NORTHEAST CORNER OF THE HEREIN DESCRIBED TRACT; THENCE WITH THE WEST MARGIN OF WEST PARK DRIVE SOUTH 34 DEGREES 10 MINUTES EAST, 517.77 FEET TO AN IRON PIN AT POINT OF CURVE; THENCE ON A CHORD TO A 5 DEGREES 11 MINUTES CURVE HAVING A CENTRAL ANGLE OF 22 DEGREES 09 MINUTES FEET SOUTH 30 DEGREES 56 MINUTES EAST, 125.0 FEET TO AN IRON PIN; THENCE WITH A. D. CRICHTON AND OTHERS SOUTH 53 DEGREES 29 MINUTES WEST, 644.71 FEET TO AN IRON PIN; THENCE WITH SAME NORTH 36 DEGREES 31 MINUTES WEST, 660.91 FEET TO A SPIKE IN THE CENTER OF L AND N RAILROAD; THENCE WITH L AND N RAILROAD NORTH 53 DEGREES 29 MINUTES EAST, 287.17 FEET TO A SPIKE; THENCE WITH SAME ON A CHORD TO A 1 DEGREES CURVE NORTH 56 DEGREES 04 MINUTES EAST 352.0 FEET TO A SPIKE; THENCE WITH SAME ON A CHORD TO CURVE NORTH 57 DEGREES 57 MINUTES EAST, 39.21 FEET TO THE POINT OF BEGINNING.

TRACT V:

THIS IS A TRACT OR PARCEL OF LAND LOCATED IN THE NINTH CIVIL DISTRICT OF MAURY COUNTY, TENNESSEE BOUNDED ON THE NORTH BY DON CRICHTON AND OTHERS; EAST BY PROPOSED NEW ROAD; SOUTH AND WEST BY DON CRICHTON AND OTHERS AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT AN IRON PIN IN THE WEST MARGIN OF NEW PROPOSED ROAD AT THE SOUTHWEST CORNER OF THE HEREIN DESCRIBED TRACT, SAID POINT BEING NORTH 48 DEGREES 53 MINUTES WEST, 1,473.45 FEET FROM THE NORTH MARGIN OF U. S. HIGHWAY NO. 43 OR MT. PLEASANT PIKE, SAID POINT IN NORTH MARGIN OF HIGHWAY IS SOUTH 41 DEGREES 57 MINUTES WEST, 236.16 FEET FROM THE MOST SOUTHERLY SOUTHWEST CORNER OF THE DON CRICHTON AND OTHERS FARM; THENCE WITH DON CRICHTON AND OTHERS SOUTH 56 DEGREES 07 MINUTES WEST, 255.0 FEET TO AN IRON PIN; THENCE WITH SAME, NORTH 48 DEGREES 53 MINUTES WEST, 175.0 FEET TO AN IRON PIN, THENCE WITH SAME NORTH 56 DEGREES 07 MINUTES EAST, 246.70 FEET TO AN IRON PIN; THENCE WITH THE WEST MARGIN OF THE NEW PROPOSED ROAD ON A 4 DEGREES 07 MINUTES CURVE HAVING A CENTRAL ANGLE OF 9 DEGREES 54 MINUTES A DISTANCE ON CURVE OF 149.30 FEET TO P.C. OF CURVE; THENCE WITH SAME ON A TANGENT SOUTH 48 DEGREES 53 MINUTES EAST, 28.0 FEET TO THE POINT OF BEGINNING.

TRACT VI:

ANY PORTION OF OLD RUTHERFORD LANE THAT BOUNDS SAID PROPERTY OWNED BY ANDREW D. CRICHTON, JOHN B. JEWELL, III, AND JAMES W. JEWELL, UP TO THE CENTERLINE OF SAID LANE.

FIRST PARTY ALSO QUITCLAIMS ANY AND ALL RIGHTS IN AND TO OLD RUTHERFORD LANE ACQUIRED BY VIRTUE OF THE FOREGOING DEED OR OTHERWISE.

INCLUDED IN THE FOREGOING DESCRIPTION, BUT EXPRESSLY EXCLUDED THEREFROM, IS PROPERTY CONVEYED BY THE FOLLOWING; ALL OF RECORD IN THE REGISTER'S OFFICE OF MAURY COUNTY, TENNESSEE.

1. ALL LOTS IN WESTFIELD SUBDIVISION, SECTIONS 1, 2,3, 4, AND 4A, WITH THE EXCEPTION OF LOT 114 WESTFIELD SUBDIVISION, SECTION 4 AS SHOWN ON PLAT OF RECORD IN PLAT BOOK 8, PAGE 21, REGISTER'S OFFICE OF MAURY COUNTY, TENNESSEE.
2. DEED TO THE INDUSTRIAL DEVELOPMENT BOARD OF MAURY COUNTY, TENNESSEE IN BOOK 563, PAGE 204;
3. DEED TO MAURY COUNTY, TENNESSEE IN BOOK 591, PAGE 180;
4. DEED TO HERMAN L. LEWIS IN BOOK 607, PAGE 512;
5. DEED TO COLCO, INC., A TENNESSEE CORPORATION IN BOOK 655, PAGE 709;
6. DEED TO RICHARD A. BRICKNER AND WIFE, JUDITH BRICKNER, AS TENANTS IN THE ENTIRETY IN BOOK 675, PAGE 50;
7. DEED TO MAURY COUNTY, TENNESSEE IN BOOK 675, PAGE 354;
8. DEED TO GAITHER FRIERSON GARY IN BOOK 679, PAGE 508;
9. DEED TO STEVEN G. HALL IN BOOK 711, PAGE 531;
10. DEED TO MAURY COUNTY BOARD OF EDUCATION IN BOOK 803, PAGE 174;
11. DEED TO DAVID L. SCHWAB AND JOHN G. MITCHELL, AS EQUAL TENANTS IN COMMON IN BOOK 1114, PAGE 276;
12. DEED EUGENE L. HELLER IN BOOK 1145, PAGE 580; AND
13. DEED TO MAURY COUNTY, STATE OF TENNESSEE IN BOOK R2839, PAGE 368.

BEING PART OF THE SAME PROPERTY CONVEYED TO CBP, LLC, A TENNESSEE LIMITED LIABILITY COMPANY, BY DEED FROM CRICHTON WELTON PARTNERS, G.P., A TENNESSEE GENERAL PARTNERSHIP, OF RECORD IN BOOK R2895, PAGE 1276, IN THE REGISTER'S OFFICE OF MAURY COUNTY, TENNESSEE.

LEGAL DESCRIPTION (PER SURVEY)

LOCATED IN THE 9TH CIVIL DISTRICT OF MAURY COUNTY, TENNESSEE, BEING A PORTION OF THE CBP, LLC PROPERTY, AS REFERENCED IN RECORD BOOK 2895, PAGE 829 OF THE REGISTER'S OFFICE OF MAURY COUNTY, TENNESSEE (ROMCT) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT AN IRON REBAR (SET), ON THE EASTERLY RIGHT-OF-WAY LINE OF WESTFIELD DRIVE AND THE NORTHEASTERLY CORNER OF LOT 1, WESTFIELD ESTATES, SECTION 1 PROPERTY, PLAT BOOK 7, PAGE 34 (ROMCT), HAVING A TENNESSEE STATE PLANE COORDINATE VALUE OF NORTH: 460,158.17 US FEET, EAST: 1,640,747.93 US FEET (NAD83, 2011);

THENCE, WITH WESTFIELD DRIVE, THE FOLLOWING FOUR (4) CALLS:
1. NORTH 60° 15' 34" EAST 105.85 FEET TO AN IRON PIPE (FOUND);
2. ALONG A CURVE TO THE LEFT, HAVING A RADIUS OF 282.23 FEET, AN ARC LENGTH OF 108.50 FEET, AND A CHORD BEARING OF NORTH 49° 15' 42" EAST 107.83 FEET TO AN IRON PIPE (FOUND);
3. NORTH 36° 46' 42" EAST 18.65 FEET TO AN IRON PIPE (FOUND);
4. ALONG A CURVE TO THE RIGHT, HAVING A RADIUS OF 25.00 FEET, AN ARC LENGTH OF 42.59 FEET, AND A CHORD BEARING OF NORTH 80° 41' 30" EAST 37.63 FEET TO AN IRON PIPE (FOUND) IN THE WESTERLY RIGHT-OF-WAY OF RUTHERFORD LANE;

THENCE, WITH RUTHERFORD LANE, THE FOLLOWING TWO (2) CALLS:
1. ALONG A CURVE TO THE RIGHT, HAVING A RADIUS OF 1392.39 FEET, AN ARC LENGTH OF 157.80 FEET, AND A CHORD BEARING OF SOUTH 47° 58' 28" EAST 157.71 FEET TO AN IRON REBAR (SET);
2. SOUTH 44° 43' 40" EAST 834.17 FEET TO AN IRON REBAR (SET) BEING IN THE CENTERLINE OF A 150' TVA EASEMENT;

THENCE, SEVERING CBP, LLC, SOUTH 08° 07' 07" WEST 383.66 FEET TO AN IRON PIPE (FOUND) BEING THE NORTHEAST CORNER OF THE ALPHEUS S. WEIDNER III PROPERTY, RECORD BOOK 2482, PAGE 1271 (ROMCT);

THENCE, WITH WEIDNER AND THE NORTHERLY LINE OF PLEASANT HILLS, SECTION 1, PLAT BOOK 4, PAGE 63 (ROMCT), THE FOLLOWING TWO (2) CALLS:
1. NORTH 53° 16' 46" WEST 395.79 FEET TO AN IRON REBAR (FOUND);
2. NORTH 83° 51' 15" WEST 118.06 FEET TO THE SOUTHEAST CORNER OF LOT 6 OF SAID WESTFIELD ESTATES, SECTION 1;

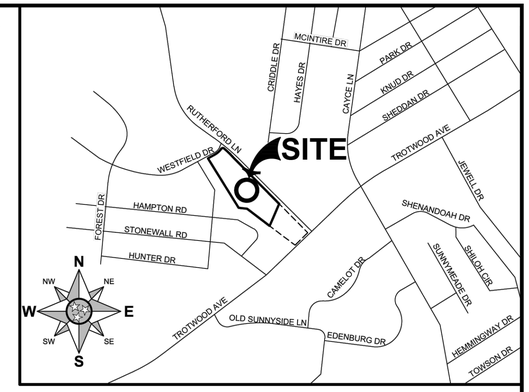
THENCE WITH WESTFIELD ESTATES, NORTH 32° 33 34" WEST 812.55 FEET TO THE POINT OF BEGINNING, CONTAINING IN ALL 9.13 ACRES, MORE OR LESS.

GENERAL NOTES:

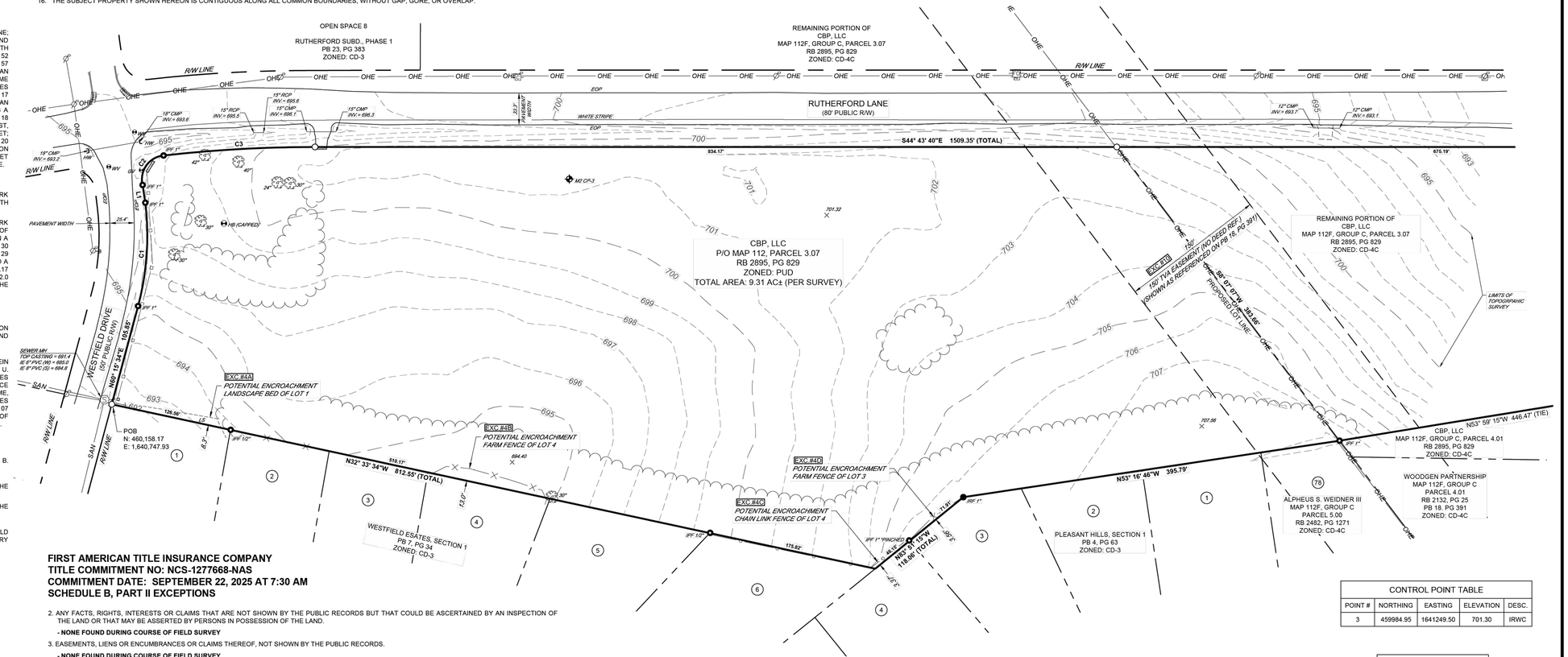
1. BEARINGS ARE BASED ON THE TENNESSEE STATE PLANE COORDINATE SYSTEM (NAD83, 2011).
2. ELEVATIONS ARE REFERENCED TO THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD88, GEOID 18). CONTOURS ARE SHOWN AT 1-FOOT INTERVALS.
3. THE PROPERTY SHOWN HEREON IS THE SAME PROPERTY AS REFERENCED IN THE FIRST AMERICAN TITLE INSURANCE COMPANY, TITLE COMMITMENT NO. NAS-1277668-NAS.
4. THE FIELD SURVEY WAS COMPLETED ON SEPTEMBER 11, 2025.
5. THIS SURVEY WAS PREPARED USING THE TITLE COMMITMENT, AS REFERENCED HEREON, ALONG WITH CURRENT DEEDS AND PLATS OF RECORD.
6. ALL DEED BOOK AND PLAT REFERENCES PERTAIN TO THE REGISTER'S OFFICE FOR MAURY COUNTY, TENNESSEE.
7. ADJOINING PROPERTY LINES SHOWN WERE PLOTTED FROM INFORMATION TAKEN FROM EITHER DEED DESCRIPTION, RECORD PLATS, OR TAX MAPS.
8. PROPERTY CORNERS SET THIS SURVEY ARE 18" #4 REBAR WITH ORANGE PLASTIC CAP STAMPED "M2 GROUP", 18" #5 REBAR WITH YELLOW PLASTIC CAP STAMPED "M2 GROUP, LLC", OR PK NAIL WITH STAINLESS STEEL WASHER STAMPED "M2 GROUP, LLC", UNLESS NOTED OTHERWISE.
9. UTILITIES SHOWN HEREON WERE COMPILED FROM VISIBLE STRUCTURES AT THE SITE, INFORMATION FROM PLANS, AND PHYSICAL MARKINGS AND COMBINED TO DEVELOP A VIEW OF THE UNDERGROUND UTILITIES. HOWEVER, LACKING EXCAVATION, THE EXACT LOCATION OF UNDERGROUND FEATURES CANNOT BE ACCURATELY, COMPLETELY, AND RELIABLY DEPICTED. IN ADDITION, IN SOME JURISDICTIONS, 811 OR OTHER SIMILAR UTILITY LOCATE REQUESTS FROM SURVEYORS MAY BE IGNORED OR RESULT IN AN INCOMPLETE RESPONSE. THIS SURVEYOR MAKES NO GUARANTEE THAT THE UNDERGROUND UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. THIS SURVEYOR FURTHER DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED. VERIFICATION OF EXISTENCE, LOCATIONS, AND DEPTH SHOULD BE MADE BEFORE CONDUCTING ANY EXCAVATION IN THE VICINITY OF THE UTILITY.
10. THE PROPERTY SHOWN HEREON IS LOCATED IN A FLOOD HAZARD ZONE "X" (AREAS DETERMINED TO BE OUTSIDE OF THE 0.2% ANNUAL CHANCE FLOODPLAIN) ACCORDING TO F.I.R.M. MAP "MAURY COUNTY, TENNESSEE" PANEL 280 OF 440, MAP NUMBER 47119C0280E, EFFECTIVE APRIL 16, 2007.
11. THE SUBJECT PROPERTY IS CURRENTLY ZONED "PUD" (PLANNED UNIT DEVELOPMENT) , BASED ON THE OFFICIAL ZONING MAP FOR CITY OF COLUMBIA, TENNESSEE. A CURRENT ZONING REPORT AND/OR ZONING LETTER HAS NOT BEEN PROVIDED TO THE SURVEYOR. THE MINIMUM BUILDING SETBACK REQUIREMENTS FOR "PUD" ZONING SHOULD BE CONFIRMED WITH THE CONTROLLING JURISDICTION.
13. THE SUBJECT PROPERTY HAS DIRECT AND CONTIGUOUS ACCESS TO RUTHERFORD LANE, A 80-FOOT PUBLIC RIGHT-OF-WAY, TROTWOOD AVENUE, A 60-FOOT PUBLIC RIGHT-OF-WAY, AND WESTFIELD DRIVE, A 50-FOOT PUBLIC RIGHT-OF-WAY.
14. THERE WAS NO EVIDENCE OF RECENT EARTH MOVING WORK, BUILDING CONSTRUCTION, OR BUILDING ADDITIONS OBSERVED DURING THE COURSE OF FIELD SURVEY.
15. NO EVIDENCE OF PROPOSED CHANGES IN THE STREET RIGHT OF WAY LINES, OR OF RECENT STREET OR SIDEWALK CONSTRUCTION, OR REPAIRS, WAS OBSERVED DURING THE COURSE OF FIELD SURVEY.
16. THE SUBJECT PROPERTY SHOWN HEREON IS CONTIGUOUS ALONG ALL COMMON BOUNDARIES, WITHOUT GAP, GORE, OR OVERLAP.

LEGEND:

EXISTING PROPERTY LINE		HB	HOSE BIB
EXISTING RIGHT-OF-WAY			SANITARY SEWER MANHOLE
EXISTING ADJACENT PROPERTY LINE			CURB INLET
EXISTING EASEMENT			INLET (SQUARE)
MINIMUM BUILDING SETBACK LINE	MBSL	GV	GAS BOX (GAS VALVE)
EXISTING INDEX CONTOUR	700		HIGH TENSION TOWER
EXISTING INTERMEDIATE CONTOUR			POWER POLE
EXISTING FARM FENCE			GUY WIRE
EXISTING WOOD FENCE			TRAFFIC PULL BOX
EXISTING CHAIN-LINK FENCE			COMMUNICATION PEDESTAL
EXISTING SANITARY SEWER LINE	SAN		FIBER OPTIC PULL BOX
EXISTING WATER LINE	W		TREE, DECIDUOUS
EXISTING OVERHEAD ELECTRIC	OHE	700.00	EXISTING SPOT ELEVATION
EXISTING TREELINE		(POI)	POINT OF INSERTION
IRON REBAR FOUND (IRF)		HW	HEADWALL
IRON PIPE FOUND (IPF)		LS	LANDSCAPE BED
IRON REBAR SET W/CAP (IRS)		EOP	EDGE OF PAVEMENT
BENCHMARK / SURVEY CONTROL		1	LOT NUMBER
WATER VALVE	WV	EXC. #3	SCHEDULE B PART II EXCEPTION
FIRE HYDRANT			



VICINITY MAP
SCALE: 1"=1000'



CONTROL POINT TABLE				
POINT #	NORTHING	EASTING	ELEVATION	DESC.
3	459984.95	1641249.50	701.30	IRWC

LINE TABLE		
LINE #	LENGTH	DIRECTION
L1	18.65	N36° 46' 42"E

CURVE TABLE				
CURVE #	LENGTH	RADIUS	CHORD BRNG	CHORD LENGTH
C1	108.50	282.23	N49° 15' 42"E	107.83
C2	42.59	25.00	N80° 41' 30"E	37.63
C3	157.80	1392.39	S47° 58' 28"E	157.71

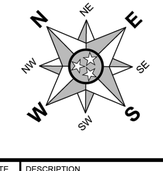
FIRST AMERICAN TITLE INSURANCE COMPANY
TITLE COMMITMENT NO: NCS-1277668-NAS
COMMITMENT DATE: SEPTEMBER 22, 2025 AT 7:30 AM
SCHEDULE B, PART II EXCEPTIONS

2. ANY FACTS, RIGHTS, INTERESTS OR CLAIMS THAT ARE NOT SHOWN BY THE PUBLIC RECORDS BUT THAT COULD BE ASCERTAINED BY AN INSPECTION OF THE LAND OR THAT MAY BE ASSERTED BY PERSONS IN POSSESSION OF THE LAND.
   - NONE FOUND DURING COURSE OF FIELD SURVEY
3. EASEMENTS, LIENS OR ENCUMBRANCES OR CLAIMS THEREOF, NOT SHOWN BY THE PUBLIC RECORDS.
   - NONE FOUND DURING COURSE OF FIELD SURVEY
4. ANY ENCROACHMENT, ENCUMBRANCE, VIOLATION, VARIATION, OR ADVERSE CIRCUMSTANCE AFFECTING THE TITLE THAT WOULD BE DISCLOSED BY AN ACCURATE AND COMPLETE LAND SURVEY OF THE LAND AND NOT SHOWN BY THE PUBLIC RECORDS.
   (A) - ENCROACHMENT OF LANDSCAPE BED FROM LOT 1, WESTFIELD ESTATES, SECT. 1, AS SHOWN AND NOTED HEREON
   (B) - ENCROACHMENT OF FARM FENCE FROM LOT 4, WESTFIELD ESTATES, SECT. 1, AS SHOWN AND NOTED HEREON
   (C) - ENCROACHMENT OF CHAIN LINK FENCE FROM LOT 4, PLEASANT HILLS, SECT. 1, AS SHOWN AND NOTED HEREON
   (D) - ENCROACHMENT OF FARM FENCE FROM LOT 3, PLEASANT HILLS, SECT. 1, AS SHOWN AND NOTED HEREON
10. ALL MATTERS SHOWN ON PLAT(S) OF RECORD IN BOOK 8, PAGE 21; PLAT BOOK P18, PAGE 379; AND PLAT BOOK P23, PAGE 348, IN THE REGISTER'S OFFICE OF MAURY COUNTY, TENNESSEE.
   - PLAT BOOK 8, PAGE 21 AND PLAT BOOK 23, PAGE 348, DO NOT AFFECT THE SUBJECT PROPERTY
   - PLAT BOOK 18, PAGE 379, REFERENCES A 150' TVA OVERHEAD POWER LINE EASEMENT THAT DOES AFFECT THE SUBJECT PROPERTY AS SHOWN AND NOTED HEREON
   - PLAT BOOK 18, PAGE 391, IS NOT LISTED IN EXCEPTION ABOVE, BUT DOES REFERENCE SAME 150' TVA OVERHEAD POWER LINE EASEMENT THAT DOES AFFECT THE SUBJECT PROPERTY AS SHOWN AND NOTED HEREON
11. RIGHT OF WAY AND LIFE ESTATE CONTAINED IN DEED OF RECORDED IN BOOK 595, PAGE 486, IN THE REGISTER'S OFFICE OF MAURY COUNTY, TENNESSEE.
   - DOES NOT AFFECT THE SUBJECT PROPERTY
12. TERMS AND PROVISIONS OF RIGHT OF WAY OR EASEMENT, BY AND BETWEEN THOMAS J. BURT AND RAYMOND MCMEEN AND CITY OF COLUMBIA, TENNESSEE, A MUNICIPAL CORPORATION, OF RECORD IN BOOK 609, PAGE 309, IN THE REGISTER'S OFFICE OF MAURY COUNTY, TENNESSEE.
   - DOES NOT AFFECT THE SUBJECT PROPERTY
13. TERMS AND PROVISIONS OF RIGHT-OF-WAY OR EASEMENT, BY AND BETWEEN ANDREW DON CRICHTON, JAMES W. JEWELL AND JOHN B. JEWELL, III AND CITY OF COLUMBIA, ITS SUCCESSORS AND ASSIGNS, OF RECORD IN BOOK R1924, PAGE 1092, IN THE REGISTER'S OFFICE OF MAURY COUNTY, TENNESSEE.
   - DOES NOT AFFECT THE SUBJECT PROPERTY
15. TERMS AND PROVISIONS OF GRADING AND CONSTRUCTION EASEMENT AGREEMENT, BY AND BETWEEN WELTON INVESTMENTS, LLC, A TENNESSEE LIMITED LIABILITY COMPANY AND COLUMBIA RETAIL PARTNERS, A TENNESSEE GENERAL PARTNERSHIP, OF RECORD IN BOOK R2113, PAGE 557, IN THE REGISTER'S OFFICE OF MAURY COUNTY, TENNESSEE.
   - DOES NOT AFFECT THE SUBJECT PROPERTY
17. TERMS AND PROVISIONS OF SANITARY SEWER EASEMENT, BY AND BETWEEN CBP, LLC, A TENNESSEE LIMITED LIABILITY COMPANY AND CITY OF COLUMBIA, STATE OF TENNESSEE, ITS SUCCESSORS AND ASSIGNS, OF RECORD IN BOOK R2931, PAGE 1096, IN THE REGISTER'S OFFICE OF MAURY COUNTY, TENNESSEE.
   - DOES NOT AFFECT THE SUBJECT PROPERTY
20. RIGHTS OF THE RAILROAD COMPANY TO EXPAND ITS RIGHT OF WAY TO ITS FULL CHARTER WIDTH.
   - DOES NOT AFFECT THE SUBJECT PROPERTY

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT THE INFORMATION SHOWN HEREON IS TRUE AND ACCURATE TO THE BEST OF MY PROFESSIONAL KNOWLEDGE AND BELIEF. THE SURVEY SHOWN HEREON REPRESENTS A CATEGORY I SURVEY, HAVING A LINEAR ERROR OF CLOSURE WHICH IS EQUAL TO OR LESS THAN 1 FOOT PER 10,000 FEET OF LAND (1:10,000). THIS SURVEY WAS MADE IN COMPLIANCE WITH THE CURRENT TENNESSEE MINIMUM STANDARDS OF PRACTICE.

60' 0 60' 120'
GRAPHIC SCALE



GPS SURVEY DATA INFORMATION:

- TYPE OF GPS SURVEY: RTK
- POSITIONAL ACCURACY: 0.07 FEET
- DATUM/EPOCH: NAD83 (2011) EPOCH 2010.00
- PUBLISHED/FIXED CONTROL USED: TGRN
- GEOID MODEL: GEOID 18
- COMBINED GRID SCALE FACTOR: 0.9999285106
- UNITS: (US FEET)(GRID)

REVISION #	DATE	DESCRIPTION

BOUN

Know what's below. Call before you dig.

DEVIATIONS FROM STANDARDS:

TABLE 4.3.1-M
- FRONTAGE BUILDOUT FOR BUILDING 2 IS 54.1%
- ALL WINDOWS AND/OR DOORS ARE NOT SPACED <20' APART
- MAXIMUM BUILDING SITE WIDTH OF 180' IS EXCEEDED
  - BUILDING 1: 612' (SINGLE BUILDING SITE)
  - BUILDING 2: 465' (SINGLE BUILDING SITE)

TABLE 4.3.12.B
- PARKING: EXCEEDS 150% OF MINIMUM PARKING REQUESTED (63 ADDITIONAL SPACES REQUESTED TO ACCOMODATE STAFFING OVERLAP DURING SHIFT CHANGE)

TRAFFIC IMPACT:

PER THE 12TH GENERATION OF THE TRIP GENERATION MANUAL, THIS PROJECT CLASSIFIED AS LAND USE CODE 254 (ASSISTED LIVING) WITH 151 BEDS WILL CREATE 29 AM PEAK HOUR TRIPS AND 36 PM PEAK HOUR TRIPS.

FRONTAGE CALCULATION:

BUILDING 1	
OVERALL FRONTAGE:	601'
(INCLUDES TVA EASEMENT)	
BUILDING WITHIN BUILD TO ZONE:	269'
STREET SCREEN PROVIDED:	86'
TOTAL FRONTAGE LENGTH:	355'
TOTAL PERCENTAGE PROVIDED:	61.6%
TOTAL PERCENTAGE REQUIRED:	60%
BUILDING 2	
OVERALL FRONTAGE:	453'
BUILDING WITHIN BUILD TO ZONE:	102'
STREET SCREEN PROVIDED:	143'
TOTAL FRONTAGE LENGTH:	245'
TOTAL PERCENTAGE PROVIDED:	54.1%
TOTAL PERCENTAGE REQUIRED:	60%

SITE DATA:

ADDRESS:	RUTHERFORD LANE @ WESTFIELD DRIVE COLUMBIA, TN 38401
PARCEL ID:	112 00307 000
PARCEL ACREAGE:	9.42 AC.
ZONING DISTRICT:	PUD
EXISTING USE:	VACANT
PROPOSED USE:	ASSISTED LIVING FACILITY
TOTAL BUILDING FOOTPRINT:	111,000 SF
BUILDING HEIGHT	28' MAX.
FEMA MAP:	ZONE X, MAP 47119C0280E, DATED 4/16/2007
REQUIRED PARKING RATIO:	1 SPACE / 3 BEDS
PARKING REQUIRED:	151 BEDS * (1 SPACE / 3 BEDS) = 51 SPACES
PARKING PROVIDED:	140 TOTAL SPACES
ADA SPACES:	8 ADA SPACES
PHASING:	PHASE I - BUILDING 1 (2026-2027) PHASE II - BUILDING 2 (2027-2028)

OPEN SPACE 8

RUTHERFORD SUBD., PHASE 1
PB 23, PG 383
ZONED: CD-3

REMAINING PORTION OF
CBP, LLC
MAP 112F, GROUP C, PARCEL 3.07
RB 2895, PG 829
ZONED: CD-4C

RUTHERFORD LANE
(80' PUBLIC R/W)

WESTFIELD DRIVE
(50' PUBLIC R/W)

BUILDING 2
FFE=701±

BUILDING 1
FFE=703±

EXISTING SUBDIVISION SIGN AND FENCE
PRIMARY ENTRANCE IN FIRST LAYER
453' OF FRONTAGE
PROPOSED CURB & GUTTER, GRASS STRIP, AND SIDEWALK.
MONUMENT SIGN (SEE ELEVATIONS)
576' OF FRONTAGE
S44° 43' 40"E 1509.35' (TOTAL)
20' BUILD TO ZONE
2ND LAYER
3RD LAYER
6 STAIR RISERS & HANDRAILS.
2 STAIR RISERS
8 STAIR RISERS & HANDRAILS.
4 STAIR RISERS & HANDRAILS
NO PARKING SPACE WITHIN THE 2ND LAYER (TYP)
ALL LANDSCAPE ISLANDS TO BE 9' IN WIDTH FROM BACK OF CURB
PROPOSED PROPERTY LINE TO BE INCORPORATED INTO FULL TRACT.
10' SETBACK
DUMPSTER ENCLOSURE
150' FIRE PATH
FIRE TRUCK AND TRASH TRUCK ACCESS DRIVE.
EXISTING TREE CANOPY TO REMAIN AND ACT AS BUFFER FOR RESIDENTIAL PROPERTIES.
50' BUFFER
N00° 15' 24"E 105.85'
126.56'
N32° 33' 34"W 812.55' (TOTAL)
510.17'
175.82'
N53° 16' 46"W 395.79'
N83° 51' 15"W 118.06' (TOTAL)
71.91'
IPF 1" "PINCHED"
46.18'
IPF 1/2"
IPF 1"
R/W LINE
EOP
WHITE STRIPE
M2 CP-3
M2 CP-4
12 P-2

1 CAMPBELL BENNIE J LIVING TRUST
2 WINCHESTER LARRY F
3 BURKE TINA M ETVIR JEFFREY A
4 MOLINE JANINE B
5 PRATT BRYANT
WESTFIELD ESATES, SECTION 1 PB 7, PG 34 ZONED: CD-3
1 EDWARDS PAMELA J ETVIR WILLIAM T
2 SPENCER DONALD J ETUX JENNIFER GAIL
3 GLOVER FRANCIS EUGENE ETUX BRENDA DALE
PLEASANT HILLS, SECTION 1
78 WEIDNER AL ETUX J
ALPHE MAP RB

0 20 40.0001 80.0002 120.0002
SCALE: 1" = 40'

SURVEY INFO
PROVIDED BY: M2 GROUP, LLC
DATUM: TENNESSEE STATE PLANE (NAD83 & NAVD 88)

FULMER LUCAS
2002 RICHARD JONES RD - SUITE B200
NASHVILLE, TENNESSEE 37215
INFO@FULMERLUCAS.COM - (615) 345-3770

GILBERT FULMER
REGISTERED ENGINEER
No. 119998
STATE OF TENNESSEE
12/10/2025

PUD MASTER PLAN FOR:
MORNING POINTE
RUTHERFORD LANE @ WESTFIELD DRIVE
COLUMBIA, MAURY COUNTY, TENNESSEE 38401

DR.	DATE	DESCRIPTION
JAF	11/17/2025	PUD MASTER PLAN SUBMITTAL
JAF	12/15/2025	PUD MASTER PLAN RESUBMITTAL

CONCEPTUAL SITE PLAN

1.1

1421-01 MORNING POINTE

811 Know what's below. Call before you dig.

LEGEND

DW	DOMESTIC WATER SERVICE		ELECTRIC/COMMUNICATION POLE
G	GAS SERVICE	XXX.XX / XXX.XX	TOP OF CURB SPOT ELEVATION / BOTTOM OF CURB SPOT ELEVATION
SAN	SANITARY SEWER SERVICE		
OH-E	OVERHEAD ELECTRIC SERVICE	TW:XXX.XX / BW:XXX.XX	RETAINING WALL TOP OF WALL / FINISHED GRADE AT BOTTOM OF WALL
OH-T	OVERHEAD TELEPHONE SERVICE		
UD	PERVIOUS PAVEMENT UNDERDRAIN		
RD	ROOF DRAIN TRUNK LINE	XXX.XX (MEFG)	MEET EXISTING GRADE
	STORM PIPE (SEE PLANS FOR MATERIAL)		
562	EXISTING CONTOUR	XXX.XX	SPOT ELEVATION
562	PROPOSED CONTOUR		
	DRIVEWAY CENTERLINE	XXX.XX	EXISTING SPOT ELEVATION
	PROPERTY LINE		
S	SANITARY SEWER MANHOLE	XXX.XX (F)	FLUSH SPOT ELEVATION
ST	STORM SEWER MANHOLE		
	CURB INLET		
	CATCH BASIN		DIVERSION DITCH
	NYLOPLAST DRAIN BASIN		

OPEN SPACE 8

RUTHERFORD SUBD., PHASE 1
PB 23, PG 383
ZONED: CD-3

REMAINING PORTION OF
CBP, LLC
MAP 112F, GROUP C, PARCEL 3.07
RB 2895, PG 829
ZONED: CD-4C

RUTHERFORD LANE
(80' PUBLIC R/W)

WESTFIELD DRIVE
(50' PUBLIC R/W)

FIRE HYDRANT
8"Ø WATER TAP
1"Ø IRRIGATION SERVICE
4"Ø DOMESTIC WATER SERVICE
8"Ø FIRE LINE
FDC
6"Ø SANITARY SEWER SERVICE
SANITARY SEWER MANHOLE (TYP.)
EXISTING FIRE HYDRANT

SURFACE PONDS SHALL BE USED TO MEET CITY STORMWATER REGULATION FOR SITE BASIN DRAINING WEST. FULL DRAINAGE CALCULATIONS SHALL BE PROVIDED DURING LAND DISTURBANCE PLAN REVIEW.

1 CONNECT TO EXISTING SEWER MANHOLE AND EXTEND PUBLIC SEWER MAIN.

UNDERGROUND DETENTION SYSTEM & GRAVEL LEVEL SPREADER SHALL BE USED TO MEET CITY STORMWATER REGULATION FOR SITE BASIN DRAINING SOUTHWEST. FULL DRAINAGE CALCULATIONS SHALL BE PROVIDED DURING LAND DISTURBANCE PLAN REVIEW.

PERVIOUS PAVER PARKING LOT SHALL BE USED TO MEET CITY STORMWATER REGULATION FOR SITE BASIN DRAINING NORTHEAST. FULL DRAINAGE CALCULATIONS SHALL BE PROVIDED DURING LAND DISTURBANCE PLAN REVIEW.

POTENTIAL ENCROACHMENT FARM FENCE OF LOT 3
POTENTIAL ENCROACHMENT CHAIN LINK FENCE OF LOT 4

S44° 43' 40"E 1509.35' (TOTAL)
N32° 33' 34"W 812.55' (TOTAL)
N53° 16' 46"W 395.79'
S8° 07' 07"W 393.66' PROPOSED LOT LINE
N83° 51' 15"W 118.06' (TOTAL)

1 CAMPBELL JOSEPH LIVINGSTON ETUX
2 WINCHESTER LARRY F
3 BURKE TINA M ETVIR JEFFREY A
MOLINE JANINE B
WESTFIELD ESATES, SECTION 1 PB 7, PG 34 ZONED: CD-3
5 PRATT BRYANT
3 GLOVER FRANCIS EUGENE ETUX BRENDA DALE
2 SPENCER DONALD J ETUX JENNIFER GAIL
1 EDWARDS PAMELA J ETVIR WILLIAM T
PLEASANT HILL SECTION 1

0 10 20 40 60
SCALE: 1"=40'

SURVEY INFO
PROVIDED BY: M2 GROUP, LLC
DATUM: TENNESSEE STATE PLANE (NAD83 & NAVD 88)

FULMER LUCAS
2002 RICHARD JONES RD - SUITE B200
NASHVILLE, TENNESSEE 37215
INFO@FULMERLUCAS.COM - (615) 345-3770

ALBERT E. LUCAS III REGISTERED ENGINEER AGRICULTURE 12/15/2025 STATE OF TENNESSEE

PUD MASTER PLAN FOR:
MORNING POINTE
RUTHERFORD LANE @ WESTFIELD DRIVE
COLUMBIA, MAURY COUNTY, TENNESSEE 38401

DR.	DATE	DESCRIPTION
JAF	11/17/2025	PUD MASTER PLAN SUBMITTAL
JAF	12/15/2025	PUD MASTER PLAN RESUBMITTAL

SITE GRADING, DRAINAGE, & UTILITY PLAN

C2.0

1421-01 MORNING POINTE

Monday, December 15, 2025
M:\21 Projects\1421-01 Columbia\02 - Civil\Sheets\1421-01 Site Grading Plan.dwg

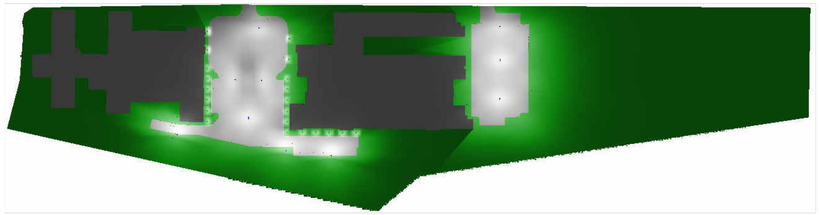
Xref: \XXXX-XX_24X36 Title_NCS.dwg

pmc Consulting Engineers
www.powermgmt.com
PROJECT NO. 25097
MIM / MIM

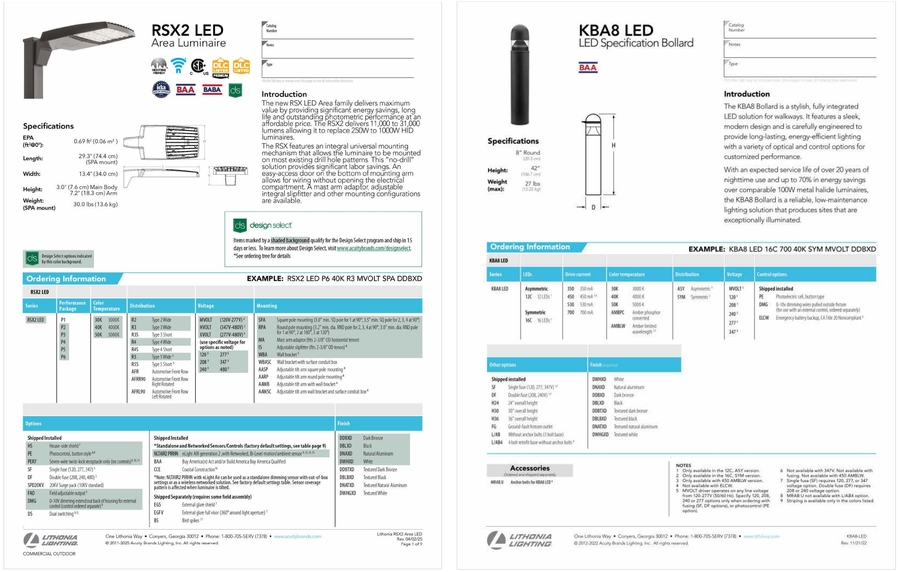
Statistics						
Description	Symbol	Avg	Max	Min	Max/Min	Avg/Min
DRIVE 2	◇	4.0 fc	12.5 fc	0.9 fc	13.9:1	4.4:1
DRIVE 3	◇	1.1 fc	3.1 fc	0.1 fc	31.0:1	11.0:1
PARKING 1	+	2.3 fc	5.5 fc	1.0 fc	5.5:1	2.3:1
PARKING 2	+	3.1 fc	9.2 fc	1.0 fc	9.2:1	3.1:1
PARKING 3	+	4.8 fc	12.3 fc	1.3 fc	9.5:1	3.7:1
PARKING 4	+	3.6 fc	9.7 fc	1.0 fc	9.7:1	3.6:1
PROPERTY LINE	×	0.0 fc	0.2 fc	0.0 fc	N/A	N/A
DRIVE 1	◇	1.6 fc	6.4 fc	0.1 fc	64.0:1	16.0:1

SITE LIGHTING FIXTURE SCHEDULE

TYPE	MANUFACTURER	MODEL	VOLTAGE	INPUT WATTS	CCT/LUMENS	MOUNTING	DESCRIPTION
BD1	LITHONIA	KBA8-LED-12C-350-50K-ASY	120	16	5000K/1650	BOLLARD	LED BOLLARD, DARK BRONZE
SP1	LITHONIA	RSX2-LED-P6-50K-R3-EGS	208	244	5000K/30267	POLE	SITE POLE LIGHT (30' MOUNTING HEIGHT) DARK BRONZE
SP1D	LITHONIA	(2) RSX1-LED-P4-50K-R3	208	488	5000K/60534	POLE	SITE POLE LIGHT (30' MOUNTING HEIGHT) DARK BRONZE, DUAL HEAD
SP2	LITHONIA	RSX2-LED-P6-50K-AFR	208	244	5000K/30332	POLE	SITE POLE LIGHT (30' MOUNTING HEIGHT) DARK BRONZE

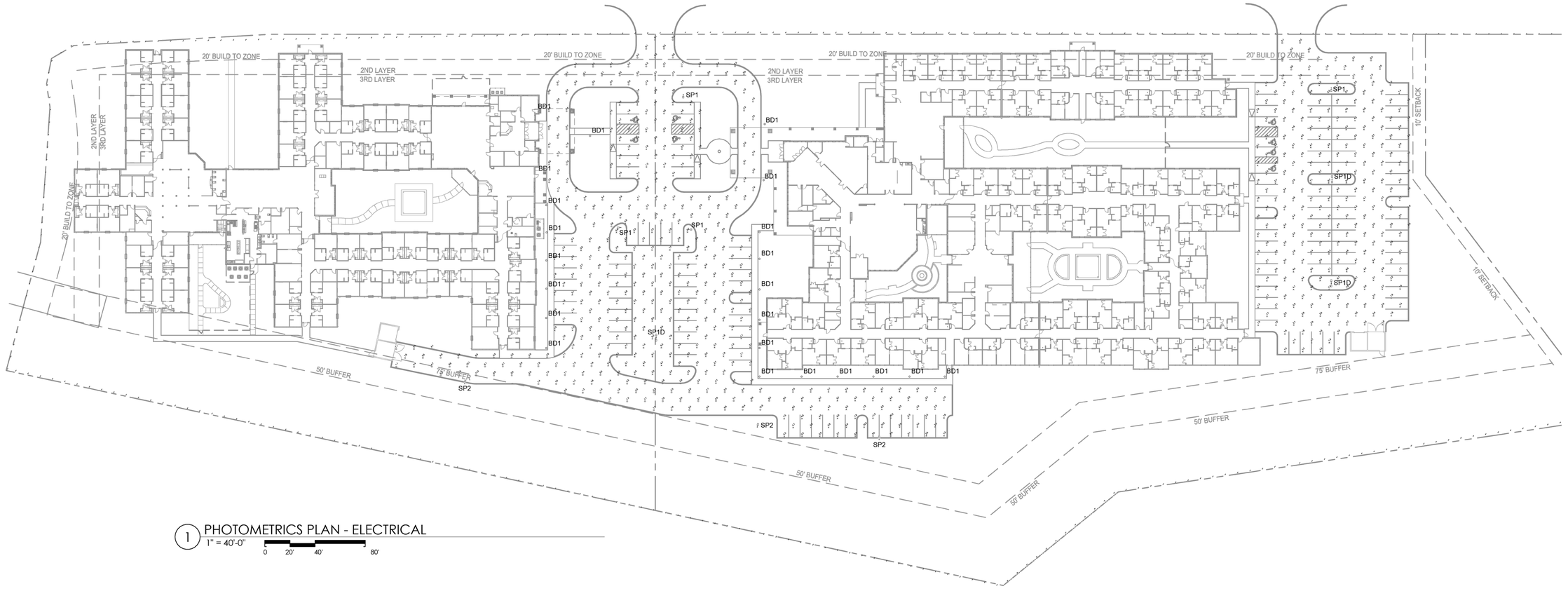


4 PHOTOMETRIC RENDER
NOT TO SCALE



2 TYPES SP1, SP1D, & SP2
NOT TO SCALE

3 TYPE BD1
NOT TO SCALE



1 PHOTOMETRICS PLAN - ELECTRICAL
1" = 40'-0"
0 20' 40' 80'

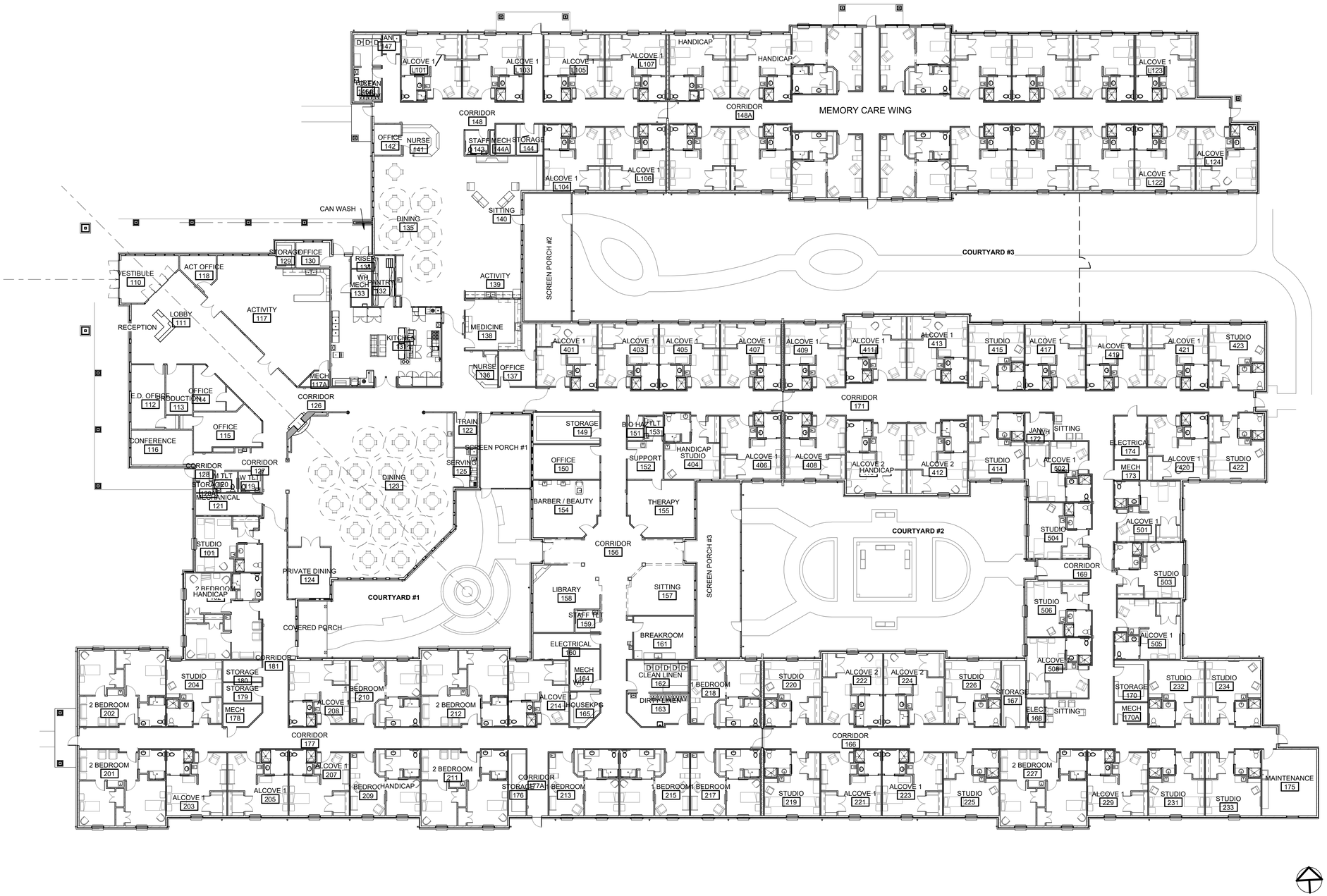
REVISIONS

699 DALLAS ROAD
CHATTANOOGA, TN 37405
(423) 265-3272
FAX (423)266-5502
NEUHOFF TAYLOR ARCHITECTS

SITE DEVELOPMENT PLANS FOR
MORNING POINTE
RUTHERFORD LANE
COLUMBIA, TENNESSEE

MATTHEW IAN MCDANIEL REGISTERED ENGINEER 11/17/2025 STATE OF TENNESSEE No. 131233

PROJECT #
25047
DATE
11-17-25
DRAWING NAME
PHOTOMETRICS PLAN - ELECTRICAL
SHEET #
EP1.0



1 FLOOR PLAN
1/16" = 1'-0"

REVISIONS

699 DALLAS ROAD
CHATTANOOGA, TN 37405
(423) 265-3272
FAX (423)266-5502

NEUHOFF TAYLOR ARCHITECTS

MORNING POINTE OF COLUMBIA
ASSISTED LIVING AND MEMORY CARE FACILITY
RUTHERFORD LANE
COLUMBIA, TENNESSEE

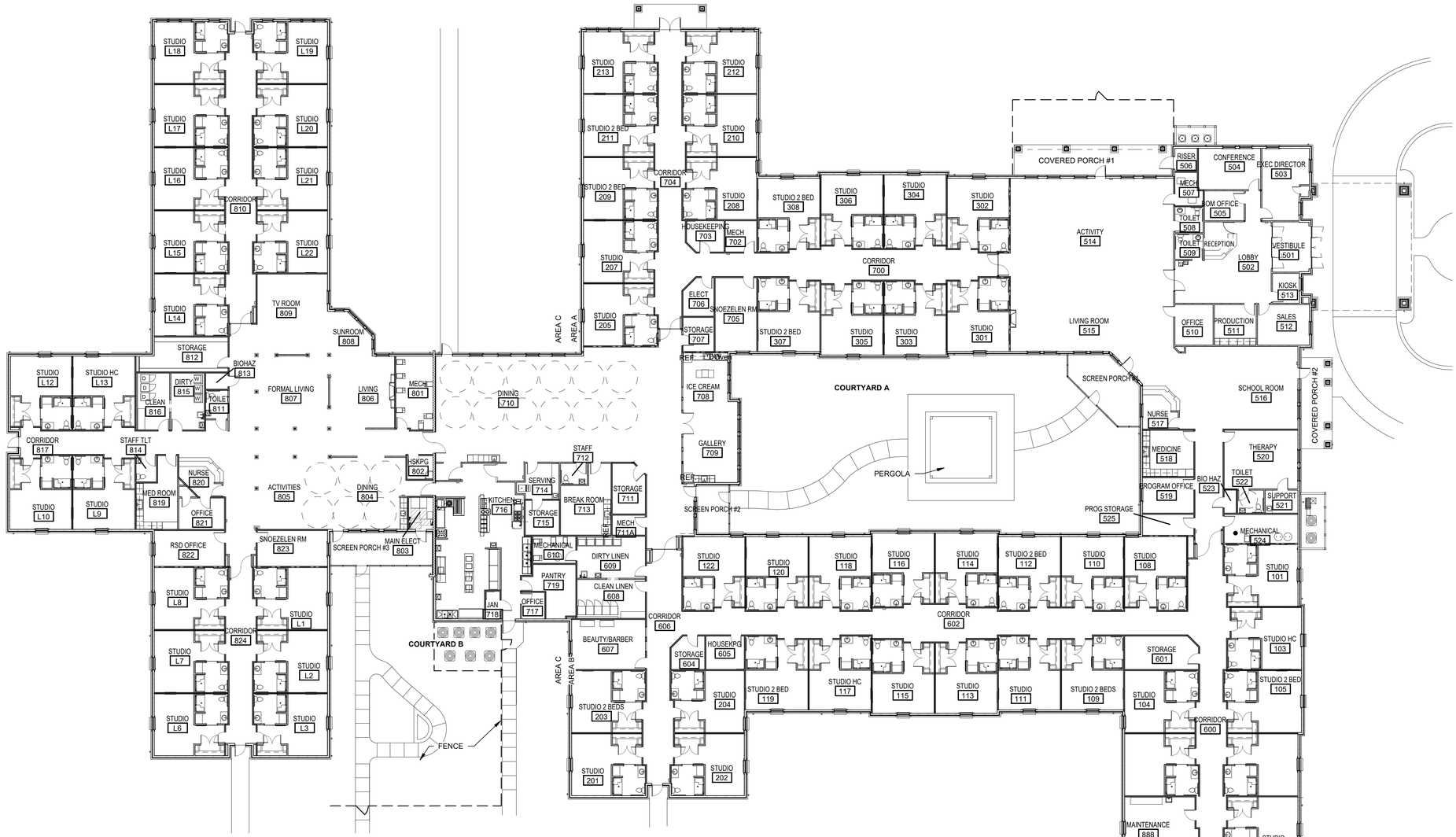
RANDALL P. TAYLOR REGISTERED ARCHITECT No. 19002 STATE OF TENNESSEE

PROJECT #
25049

DATE
12-15-25

DRAWING NAME
FLOOR PLAN

SHEET #
A1



1 FLOOR PLAN
1/16" = 1'-0"

REVISIONS

699 DALLAS ROAD
CHATTANOOGA, TN 37405
(423) 265-3272
FAX (423)266-5502

NEUHOFF TAYLOR ARCHITECTS

THE LANTERN AT MORNING POINTE
ALZHEIMER'S CENTER OF EXCELLENCE COLUMBIA

RUTHERFORD LANE
COLUMBIA, TN

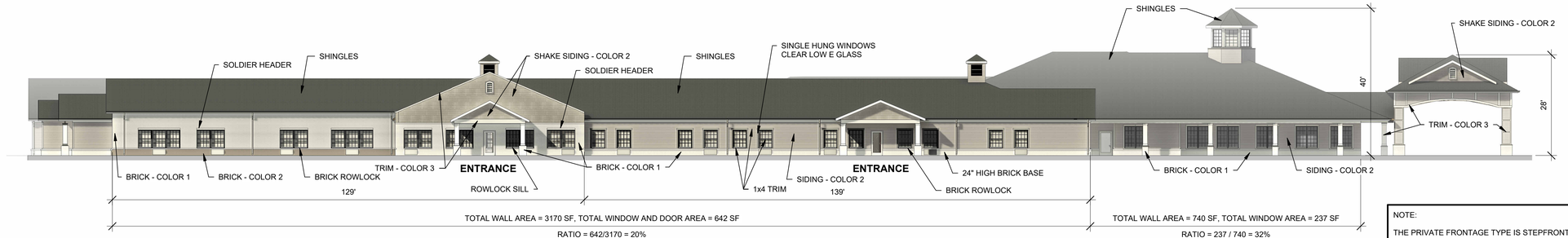
RANDALL P. TAYLOR REGISTERED ARCHITECT STATE OF TENNESSEE NO. 16071

PROJECT #
25048

DATE
12-15-25

DRAWING NAME
FLOOR PLAN

SHEET #
A1



2 NORTH (FRONTAGE) ELEVATION
1/16" = 1'-0"

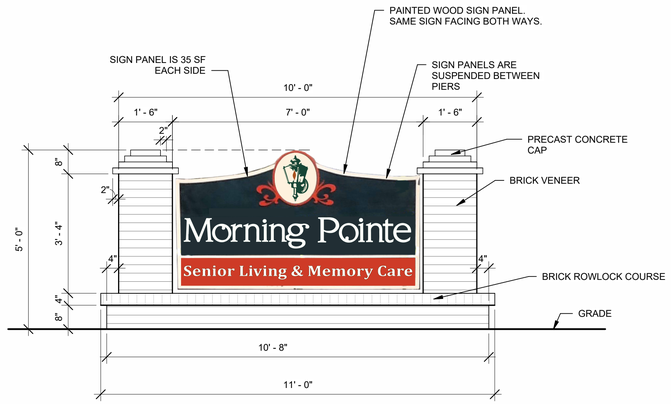
NOTE:

THE PRIVATE FRONTAGE TYPE IS STEPFRONT. A STEP AT THE ENTRANCE DOOR WIL NOT BE PROVIDED TO COMPLY THE THE BUILDING CODE REQUIREMENT FOR A LEVEL EGRESS.

ALL ROOF SLOPES TO BE BETWEEN 6:12 AND 14:12.

ALL CEILING HEIGHTS WILL BE LESS THAN 25 FEET.

1 SOUTH ELEVATION
1/16" = 1'-0"



5 MORNING POINTE SIGN
1/2" = 1'-0"

3 WEST ELEVATION
1/16" = 1'-0"

4 EAST ELEVATION
1/16" = 1'-0"

REVISIONS

699 DALLAS ROAD
CHATTANOOGA, TN 37405
(423) 265-3272
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NEUHOFF TAYLOR ARCHITECTS

MORNING POINTE OF COLUMBIA
ASSISTED LIVING AND MEMORY CARE FACILITY
RUTHERFORD LANE
COLUMBIA, TENNESSEE

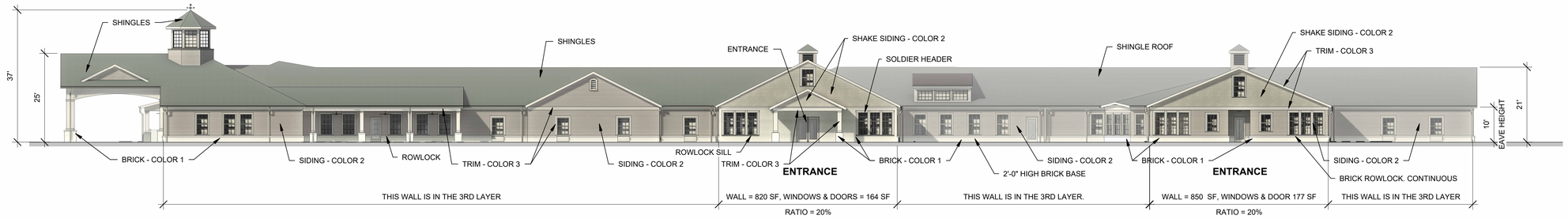
RANDALL P. TAYLOR
REGISTERED ARCHITECT
STATE OF TENNESSEE
12/15/25

PROJECT #
25049

DATE
12-15-25

DRAWING NAME
ELEVATIONS

SHEET #
A2



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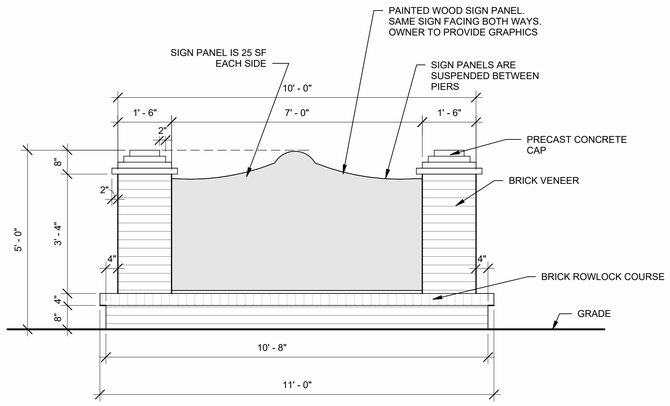

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1/2" = 1'-0"

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1/16" = 1'-0"

4 EAST ELEVATION
1/16" = 1'-0"

REVISIONS

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CHATTANOOGA, TN 37405
(423) 265-3272
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NEUHOFF TAYLOR ARCHITECTS

THE LANTERN AT MORNING POINTE
ALZHEIMER'S CENTER OF EXCELLENCE COLUMBIA

RUTHERFORD LANE
COLUMBIA, TN

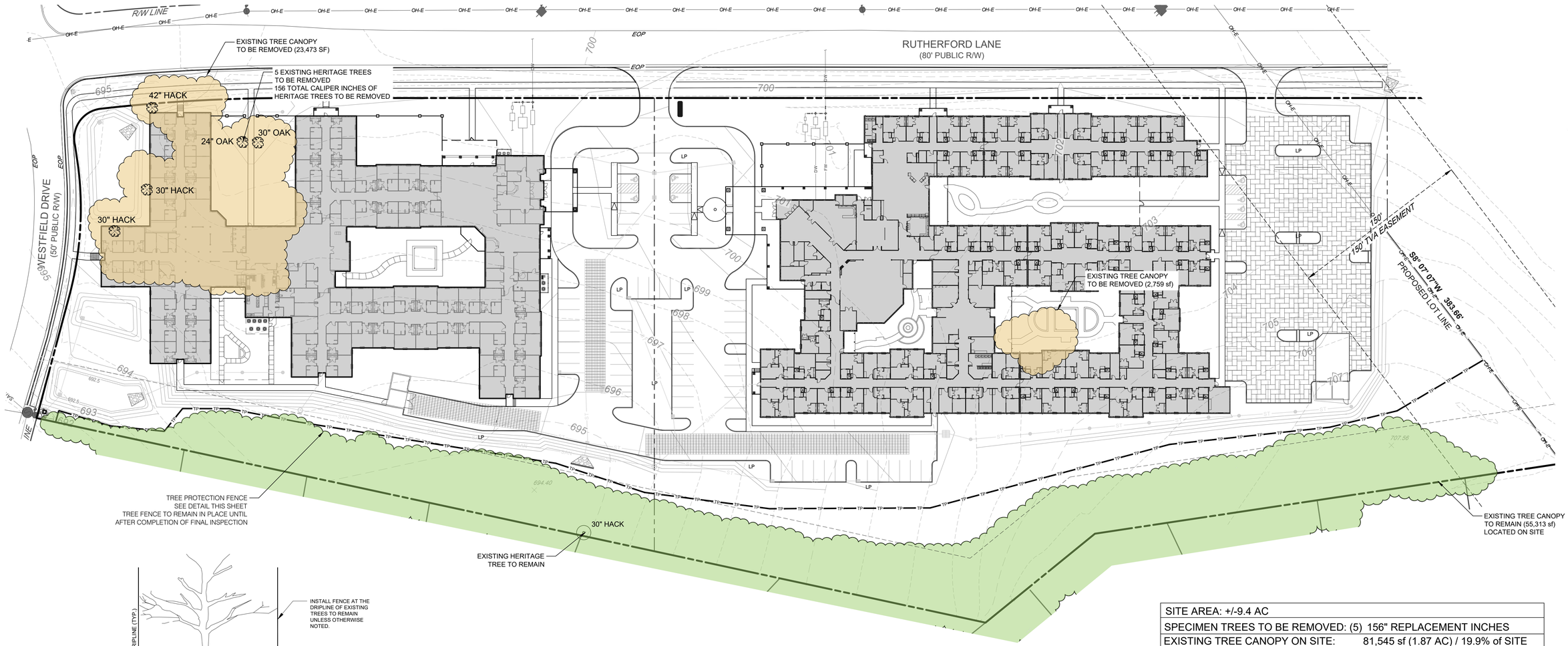
RANDALL P. TAYLOR
REGISTERED ARCHITECT
NO. 102,359
STATE OF TENNESSEE
12/15/25

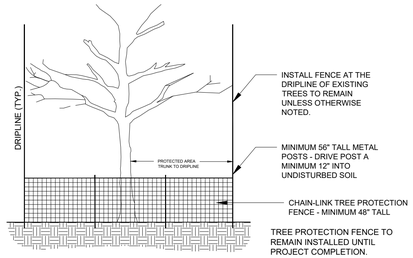
PROJECT #
25048

DATE
12-15-25

DRAWING NAME
ELEVATIONS

SHEET #
A2





CHAIN LINK FENCING TREE PROTECTION

TREE PROTECTION NOTES:

1. The tree protection barriers shall be constructed before the issuance of any permits, and shall remain intact throughout the entire period of construction.
2. The tree protection barrier shall be installed as labeled on this plan or a distance to the radius of the dripline, whichever is greatest, as measured from the trunk of the protected tree.
3. Any required excavation in or around the protection zone to accommodate underground services, footings, etc; shall be indicated on the plan, and shall be excavated by hand. In addition, related root pruning shall be accomplished via ANSI A-300 standard so as to minimize compact on the general root system. Root prunning to occur prior to grading.
4. The storage of building materials or stockpiling shall not be permitted within the limits of or against the protection barriers.
5. Trees within the protection barriers must be adequately cared for throughout the construction pro cess (i.e., they must be watered sufficiently, particularly if the tree's root system has been disturbed by excavation.) Fill shall not be placed upon the root system as to endanger the health or life of the affected tree.
6. Heavy accumulation of dust from construction activity may occur on the surface of tree foliage. To control dust, tree foliage may be hosed down upon the request of the Landscape Architect or Owners Representative.
7. Removal of all tree protection fencing will be done by the Contractor. Restoration of all areas disturbed by the fencing will be the Contractor's responsibility. All tree fence to remain intact until final completion of the project.

SITE AREA: +/-9.4 AC
SPECIMEN TREES TO BE REMOVED: (5) 156" REPLACEMENT INCHES
EXISTING TREE CANOPY ON SITE: 81,545 sf (1.87 AC) / 19.9% of SITE
REQ. CANOPY RETENTION (24% OF EXISTING COVER) 19,571 sf (0.45 AC)
PROPOSED CANOPY RETENTION (67.9% EX. COVER) 55,313 sf (1.27 AC)

0 40 80 120 feet

SCALE: 1" = 40'

NORTH

HB LAND DESIGN
106 MISSION CRT. STE 403B
Franklin, TN 37067
615.376.2421
hblanddesign.com

PROPOSED SITE FOR:
MORNING POINTE
COLUMBIA, TENNESSEE

CONNOR L. BALL
REGISTERED
LANDSCAPE
ARCHITECT
STATE OF TENNESSEE

NOT FOR CONSTRUCTION
12/15/2025

Job # - 25277
BY: cb

TREE PRESERVATION PLAN

L1.0

EXISTING PRESERVED CANOPY AND UNDERSTORY VEGETATION IN THE WINTER

- 1 TREE PER 50 FT OF FRONTAGE
  1,237 LF / 50 = 25 STREET TREES
- HERITAGE TREE REPLACEMENT: 156"
  PROVIDED: >157.5" (63 - 2.5" TREES)
- 1 CANOPY TREE PER 2,000 SF OF PARKING AREA
  64,369sf PARKING AREA / 2,000 = 32 PARKING LOT TREES
- MIN. SIZE: 2.5" / MIN. SPECIES: 4 / MAX GENERA 40%
- FOUNDATION PLANTINGS
- ALL TREES TO BE INSTALLED AT A MIX. 6' FROM ANY WATER MAIN OR PUBLIC WATER SYSTEM INFRASTRUCTURE

PLANT SCHEDULE

SYMBOL	QTY	COMMON / BOTANICAL NAME	CONT	CAL	SIZE
BUFFER TREES					
	27	Supplimental Buffer Trees 6'-8' Evergreen Trees Mix of Holly, Magnolia, Arborvitae	B & B		6`-8` HT
PARKING LOT TREES					
	12	Black Diamond Best Red Crape Myrtle / Lagerstroemia indica 'Black Diamond Best Red' 3 Cane. Min. Evenly Branched. Matched. See Tree Specifications	#15 Container	CLUMP	8` HT
	12	Willow Oak / Quercus phellos 5` Clear Trunk. Evenly Branched. Matched. See Tree Specifications	B & B	2.5"Cal	Per ANSI
	8	Village Green Zelkova / Zelkova serrata `Village Green` 5` Clear Trunk. Evenly Branched. Matched. See Tree Specifications	B & B	2.5"Cal	Per ANSI
REPLACEMENT TREES					
	21	2.5" Canopy Tree Mix of Oak, Poplar, Maple, Elm, etc.	B & B	2.5"Cal	Per ANSI
	42	2.5" Ornimental Tree Mix of Cherry, Redbud, Dogwood, etc	B & B	2.5"Cal	Per ANSI
STREET TREES					
	6	Summer Red Red Maple / Acer rubrum `HOSR` 5` Clear Trunk. Evenly Branched. Matched. See Tree Specifications	B & B	2.5"Cal	Per ANSI
	15	Kentucky Coffeetree / Gymnocladus dioica 'Espresso' 5` Clear Trunk. Evenly Branched. Matched. See Tree Specifications	B & B	2.5"Cal	Per ANSI
	4	Black Diamond Blush Crape Myrtle / Lagerstroemia indica 'Black Diamond Blush' 3 Cane. Min. Evenly Branched. Matched. See Tree Specifications	#15 Container	CLUMP	8` HT
SYMBOL	QTY	COMMON / BOTANICAL NAME	HT / CONT.	WIDTH	
SHRUBS					
	404	Foundation Shrubs. 1st Layer Foundation Shrubs Min. 1 shrub per 5' of building facade.	B & B		
SYMBOL	QTY	COMMON / BOTANICAL NAME	CONT		
SHRUB AREAS					
	34,898 sf	Foundation Landscape Layered Mix of Evergreen and flowering shrubs, & ornamental grasses layered to enhance the aesthetics of the building.	Vanes		

LAND DESIGN
106 MISSION CRT. STE 403B
Franklin, TN 37067
615.376.2421
hblanddesign.com

PROPOSED SITE FOR:
MORNING POINTE
COLUMBIA, TENNESSEE

CONNER L. BALL
REGISTERED LANDSCAPE ARCHITECT
AGRICULTURE & ENVIRONMENT
STATE OF TENNESSEE

NOT FOR CONSTRUCTION
12/15/2020

Job # - 25277
BY: cb

NORTH

L1.1

LANDSCAPE PLAN

Morning Pointe Preliminary PUD Master Plan

Project #:	25-0422	Location:	Rutherford Lane, Tax Map 112 Parcel 3.07
Applicant:	Fulmer Lucas Engineering, LLC	Case Type(s):	PUD Master Plan
Staff Planner:	Austin Brass, AICP	Proposed Use:	Assisted Living Center

PROJECT SUMMARY

The applicant seeks approval of a Preliminary Planned Unit Development Master Plan approval for a 111,000 SF Assisted Living and Memory Care Facility within a PUD-MU District. This proposal is located on a vacant 9.4-acre site located at Rutherford Lane & Westfield Drive. This proposal is located within an existing PUD-MU zoning district in which all previous master site plans that have been proposed on this property have since expired.

The following bullet points list requested deviations that do not comply with the PUD-MU standards of the Zoning Ordinance. Please see applicant response to deviations list in attachments.

- A PUD-MU district requires all lots/building sites to have a maximum width of 180' at the right-of-way. This request divides the site into two individual building sites dedicated to two separate facilities with common ownership. Among the two building sites, deviations have been requested for building sites 2 and 3 to exceed 180' with building site 1 being 576' and building site 2 being 453'. The applicant's response to this justification has been included in the agenda packet.
- A PUD-MU district requires all buildings to have at minimum a 60% frontage buildout for facades within a building site. The applicant has requested a deviation from this request with building 2 at a 35% frontage buildout. In addition, a deviation has been requested to allow for a façade to count towards frontage buildout requirements when located beyond the minimum 20 ft frontage line (*maximum setback line*). Furthermore, the applicant has analyzed the frontage buildout of building 1 being 61% when excluding the existing site condition of a 150' TVA easement.
- A screen wall can only count towards 20% of the frontage buildout in which the applicant has exceeded. A fence is not considered a screen wall.
- A 36-inch height brick column with 30-inch decorative fence has been placed along the frontage of the property. Parking lot screening has been provided for parking areas for parking areas enfronting the 1st layer.
- An institutional long-term care use has a parking ratio of 1 space per 3 beds. The proposal indicates a total of 151 beds with 51 spaces required. The applicant has requested a deviation from the parking standard to exceed the parking use with a proposal of 140

parkin spaces. All parking is proposed to be within the 3rd layer of the site as required for parking orientation within a PUD-MU District.

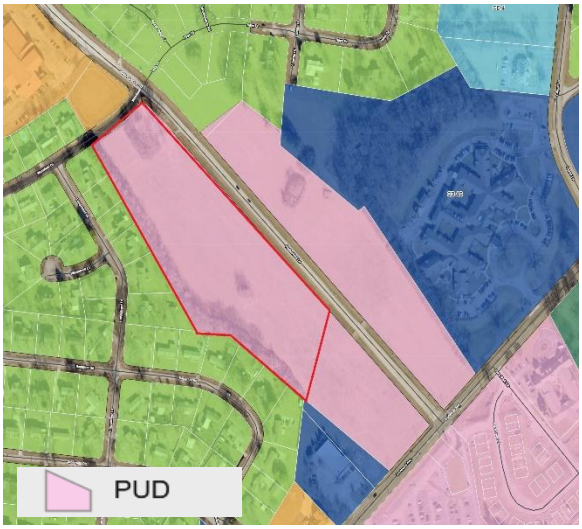
- The building design standards include brick and cementous siding; however, a deviation has been requested for windows/doors not spaced more than 20' apart and window mutin patterns that follow the same pattern among an elevation greater than 100'.
- Any approval should be conditioned on the timely submittal of "As-approved" plans, which reflect the substance of the plans approved by the Planning Commission, as determined by the Zoning Administrator and the City Engineer.
- The Planning Commission is the **recommending body** to City Council for a Preliminary PUD Master Plan per section 8.5.21.K of the Zoning Ordinance that lists the criteria for Planning Commission action. The Planning Commission will be the decision-making authority for the Final PUD Master.

SITE INFORMATION

CURRENT ZONING	EXISTING USE	EXISTING IMP.	LAND AREA
PUD-MU	Vacant Land	Assisted Living Facility	+ /- 9.4 acres

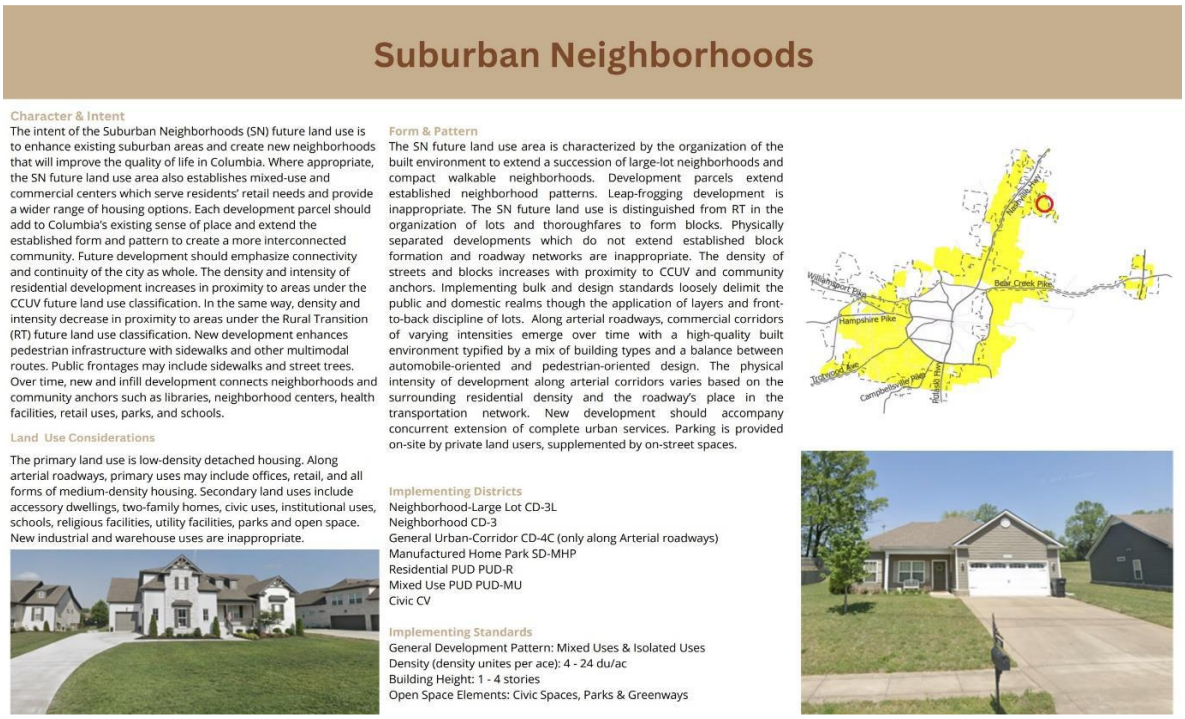
FUTURE LAND USE MAP (Suburban Neighborhoods)

ZONING MAP (PUD-MU)



SITE CONTEXT/ADJACENT PROPERTIES			
	Future Land Use	**Zoning**	**Current Use**
Subject Property	**Suburban Neighborhoods**	**PUD-MU**	**Vacant**
North	**Suburban Neighborhoods**	**CIVIC**	**Woodard School**
South	**Suburban Neighborhoods**	**PUD-MU**	**Vacant**
East	**Suburban Neighborhoods**	**CD-3**	**Single-Family Residential**
West	**Suburban Neighborhoods**	**PUD-MU**	**Vacant**

CONSISTENCY WITH CONNECT COLUMBIA



Suburban Neighborhoods

Character & Intent

The intent of the Suburban Neighborhoods (SN) future land use is to enhance existing suburban areas and create new neighborhoods that will improve the quality of life in Columbia. Where appropriate, the SN future land use area also establishes mixed-use and commercial centers which serve residents' retail needs and provide a wider range of housing options. Each development parcel should add to Columbia's existing sense of place and extend the established form and pattern to create a more interconnected community. Future development should emphasize connectivity and continuity of the city as whole. The density and intensity of residential development increases in proximity to areas under the CCUV future land use classification. In the same way, density and intensity decrease in proximity to areas under the Rural Transition (RT) future land use classification. New development enhances pedestrian infrastructure with sidewalks and other multimodal routes. Public frontages may include sidewalks and street trees. Over time, new and infill development connects neighborhoods and community anchors such as libraries, neighborhood centers, health facilities, retail uses, parks, and schools.

Land Use Considerations

The primary land use is low-density detached housing. Along arterial roadways, primary uses may include offices, retail, and all forms of medium-density housing. Secondary land uses include accessory dwellings, two-family homes, civic uses, institutional uses, schools, religious facilities, utility facilities, parks and open space. New industrial and warehouse uses are inappropriate.

Form & Pattern

The SN future land use area is characterized by the organization of the built environment to extend a succession of large-lot neighborhoods and compact walkable neighborhoods. Development parcels extend established neighborhood patterns. Leap-frogging development is inappropriate. The SN future land use is distinguished from RT in the organization of lots and thoroughfares to form blocks. Physically separated developments which do not extend established block formation and roadway networks are inappropriate. The density of streets and blocks increases with proximity to CCUV and community anchors. Implementing bulk and design standards loosely delimit the public and domestic realms though the application of layers and front-to-back discipline of lots. Along arterial roadways, commercial corridors of varying intensities emerge over time with a high-quality built environment typified by a mix of building types and a balance between automobile-oriented and pedestrian-oriented design. The physical intensity of development along arterial corridors varies based on the surrounding residential density and the roadway's place in the transportation network. New development should accompany concurrent extension of complete urban services. Parking is provided on-site by private land users, supplemented by on-street spaces.

Implementing Districts

Neighborhood-Large Lot CD-3L
Neighborhood CD-3
General Urban-Corridor CD-4C (only along Arterial roadways)
Manufactured Home Park SD-MHP
Residential PUD PUD-R
Mixed Use PUD PUD-MU
Civic CV

Implementing Standards

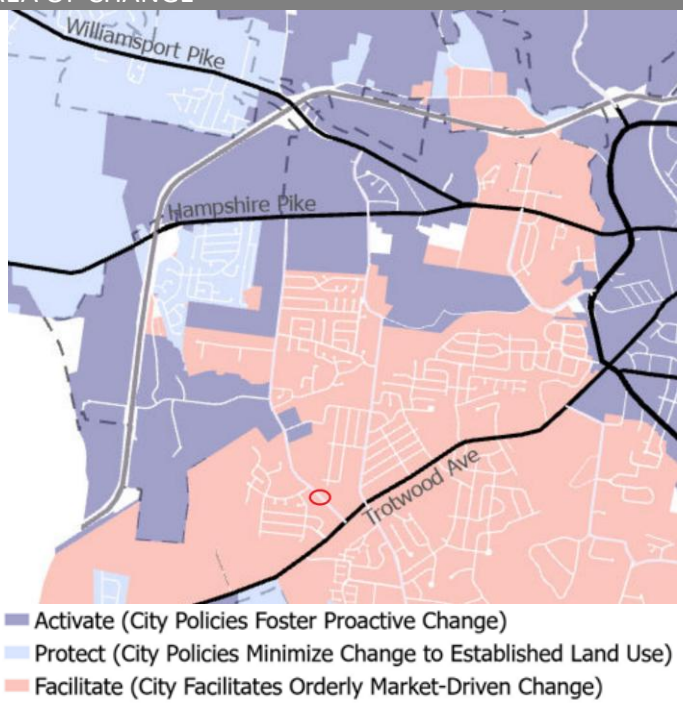
General Development Pattern: Mixed Uses & Isolated Uses
Density (density unites per ace): 4 - 24 du/ac
Building Height: 1 - 4 stories
Open Space Elements: Civic Spaces, Parks & Greenways

Suburban Neighborhoods: This requested Site Development Plan is located within the Suburban Neighborhoods Future Land Use. The intent of the Suburban Neighborhoods (SN) future land use is to enhance existing suburban areas and create new neighborhoods that will improve the quality of life in Columbia. Where appropriate, the SN future land use area also establishes mixed-use and commercial centers which serve residents' retail needs and provide a wider range of housing options. Each development parcel should add to Columbia's existing sense of place and extend the established form and pattern to create a more interconnected community. Future development should emphasize connectivity and continuity of the city as whole. The density and intensity of residential development increases in proximity to areas under the CCUV future land use classification. In the same way, density and intensity decrease

in proximity to areas under the Rural Transition (RT) future land use classification. New development enhances pedestrian infrastructure with sidewalks and other multimodal routes. Public frontages may include sidewalks and street trees. Over time, new and infill development connects neighborhoods, and community anchors such as libraries, neighborhood centers, health facilities, retail uses, parks and schools. This request adheres to this future land use policty as this proposed long-term health care filty includes an additional sidewalk along the frontage of Rutherford Lane and Westwood drive that futher interconnects the neighborhood with future connectivity of adjacent uses such as nearby Woodard School.

AREA OF CHANGE

Connect Columbia established the areas of change policy designation for the subject site as *Facilitate*. The designation includes areas where orderly market drive change is occurring or is desired. These areas are the focus of proactive City policies to bring the community's values to fruition. Public investment and increased coordination with the private sector will achieve transformational changes envisioned by the community (Connect Columbia p. 32).



CONFORMITY WITH ZONING ORDINANCE

Landscaping & Tree Inventory/ Buffering:

This site development plan conforms to all internal landscaping standards for parking lot islands and frontage landscaping. An existing 50' tree buffer will remain as required for any buffer between a PUD-MU and CD-3 district. This buffer is required along the southern line of the site. A PUD-MU district within an existing 19% of existing tree canopy on site is required to retain 24% or 0.45 acres. The applicant has retained 67% of the existing tree canopy when preserving the existing rear buffer. In addition, the applicant has indicated 5 heritage trees on the site that are greater than 24' in caliper. These five trees are proposed to be removed with 156 caliper inches of replacement trees required. Among the site, 63 replacement trees have been indicated that are proposed within courtyard areas and at the front and rear of the property. The proposed replacement trees indicated that they do not count towards other required trees such as required parking lot island trees and frontage trees.

Parking/Loading:

The Zoning Ordinance requires a site parking ratio not to exceed 30% of the maximum requirement. An institutional long-term care use has a parking ratio of 1 space per 3 beds. The proposal indicates a total of 151 beds with 51 spaces required. The applicant has requested a deviation from the parking standard to exceed the parking use with a proposal of 140 parking spaces. All parking is proposed to be within the 3rd layer of the site as required for parking orientation within a PUD-MU District.

Lots, Building Sites & Bulk Standards:

Staff prepared the tables below to demonstrate how the proposed development conforms to the bulk and design standards of the Zoning Ordinance. Table 1 describes applicable bulk standards per the Zoning Ordinance for a PUD-MU character district in which the subject property is zoned. Table 2 describes the design standards of the Zoning Ordinance per § 4.3.1-M of the Zoning Ordinance within a PUD-MU District.

Table 1 (PUD-MU) Mixed Use Planned Unit Development Bulk Standards		
Bulk Standards:	**Required**	**Proposed**
Minimum Lot/ Building Site Width Minimum and Maximum:	18 ft. min/ 180 ft. max	Building Site 1- 576' Building Site 2- 453'
Lot/Building Enfrontment:	Facades must have main entrance in principle of building frontage	The façade of the building enfronts a dedicated internal drive street section.

Building Height:	2 stories minimum **Subject to adjacent uses in PUD MU per Planning Commission*	1 story
Frontage Buildout:	60% minimum	Building 1- 61.6% (Excluding TVA Easement) Building 2- 35%
Setbacks:	**Principal Buildings** **Front:** – 0-20 ft. **Side:** – 0' attached, 10 ft-24ft. **Rear:** NR.	**Front:** – 20 ft. **Side:** - 24 ft + **Rear:** NR

Architectural Design Standards:

Table-2 (PUD-MU) Mixed Use Planned Unit Development Architectural Standards		
Design Standards:	**Required**	**Proposed**
Main Entrance:	Main Entrance must be in Façade of Principal Frontages.	Main entrance enfronts a defined street section (Rutherford Ln)
Vertical Composition:	Identifiable Base, Middle, & Cap	The facade includes a defined base, middle, and cap.
Façade Position & Façade Articulation:	Main entrance at façade & position parallel to frontage line. A façade greater than 100' shall be differentiated so that it appears to be comprised of two or more adjacent buildings.	The principal frontage is parallel to the frontage. Window mutin pattern does not change every 100' per elevation.
Façade Openings:	20 ft. or less spacing for windows/doors	Proposed windows and/or doors are not spaced 20' apart.
Façade Glazing:	20-60 % non-shopfront, 50% for shopfront	20%, non-shoprfront facade
Window Shape:	Square or vertical proportions	All windows are square or vertical proportioned
Window Alignment:	Upper floor windows and other features must be aligned with those of first floor	All windows are ground level with exception to window dormer elements within visible roofline.
Window Types:	Single-hung, double-hung, casement.	All windows adhere to the window type standards as described.

Window Glazing Material:	Clear	All windows proposed to be clear glass.
Window Trim in 1st Layer:	Min 4 in. trim with sill and top plate/ soldier course above lintel and rowlock course below sill	Elevations contain window trim and rowlock and solider course around window areas where brick is used as a façade material.
Shutters:	Functional to cover half of window width/ shutter dogs	Shutters are not proposed on windows.
Façade Window Sill Height:	5 ft. min above grade (residential only)	N/A (*Commercial uses do not have this requirement*)
Façade Variety:	No façade may exist more than once on a block face or within view of same façade	The block face consists of two facades that differ slightly with window and door placement and materials.
Roof Type & Pitch:	Hip/ Gable/ Flat	Gable
Primary Building Materials:	Brick, Fiber Cement Board, Wood, Authentic stucco over masonry	All elevations indicate a primary façade material of brick and fiber board siding with shake siding elements in gable ends at entrances.
Foundation Cladding:	Brick or Natural Stone	Brick
Building Colors:	Up to 3 colors, including the natural color of any allowed materials, but excluding trim color.	Does not exceed 3 colors.

REVIEW PROCESS

Section **8.3.3.B.7** of the Zoning Ordinance authorizes the Planning Commission to make "Recommendations to the City Council on a preliminary Master PUD Development Plan." Sections 8.5.21.B.3 and 8.5.21.K of the Zoning Ordinance establish the criteria for Planning Commission review and action on the proposed Preliminary PUD Master Plan.

8.5.21.B Master PUD Development Plan Approval

3. Without limitation to Section 8.5.21.B.2 above, approval of Rezoning of property to a PUD District, Zoning Text Amendment application related to a PUD, or a Master PUD Development Plan are subject to the Planning Commission's and the City Council's first making formal, written findings regarding each of the items listed in Section 8.5.21.B.2 and that the proposed Development, such applications, and approvals:

Approval of a Master PUD Development Plan [is] subject to the Planning Commission's and the City Council 's first making formal, written findings regarding each of the items listed in Section 8.5.21 B.2 and that the proposed Development, such applications, and approvals:

a. conforms to all applicable standards and requirements of this Ordinance,

b. would be compatible with other Development permitted under all applicable provisions of this Ordinance;

c. will not significantly interfere with the use and enjoyment of other land in the vicinity;

d. adequately conserve woodland and the protect water courses from erosion and siltation;

e. maximizes safety, convenience, and amenities for the residents and visitors of the Development; and

f. adequately address all such other matters as they may find to have a material bearing upon the stated standards and objectives of this Ordinance.

4. Unless specifically exempted, the standards and requirements contained in this Section 8.5.21 shall be in addition to all other applicable standards and requirements established in this Ordinance.

8.5.21.K.1 Planning Commission Action on Preliminary Master PUD Development Plan
Before making any recommendation on a Preliminary Master PUD Development Plan or an amendment to an existing approved Preliminary Master PUD Development Plan, the Planning Commission shall consider the Certificate of Compliance and all recommendations from the Zoning Administrator, the City Engineer, and other City departments, and shall conduct a public hearing.

Section **8.3.2.B.4** directs the City Council to reach a final decision on the preliminary Master PUD Development Plan of a Planned Unit Development. If the City Council approves the Preliminary PUD Master Plan, the applicant will have two years to submit a Final PUD Master Plan. The Planning Commission shall determine whether the Final PUD Master Plan complies with the Preliminary Master Plan (§ 8.5.21.Q)

SUMMARY OF DEVELOPMENT REVIEW COMMITTEE COMMENTS

The Development Review Committee reviewed the proposed Preliminarily PUD Master Plan at its December 2025 meeting, as directed by section **8.3.7** of the Zoning Ordinance. Technical comments are provided in the agenda package and summarized above.

- **Planning** highlighted the clarification for frontage buildout and noted that a preliminary plat would be required for further subdivision the land that excludes a portion of the property not shown within the PUD Master Plan proposal.
- **Engineering** noted a traffic study memo or scope to indicate peak hour trips less than 75. The applicant stated that the utilization of the 12th edition trip generation model will be used that will produce 29 AM peak hours trips and 36 PM peak hour trips for the proposed use.
- **Columbia Water** indicated that the water availability letter was issued on **November 19th, 2025,** and remains valid for 120 days. The availability of capacity to serve is based on a determination by the Fire Marshal of fire flow requirements and the information submitted on the Water Service Availability Request application.
- **Fire** noted that with CPWS indicating 750 gpm currently, a tanker truck can bring an additional 600 gpm that is allocated for the minimum 1250 gpm.

SAMPLE MOTIONS

Approve:

Recommend Approval:

Move to find, based on the information presented by the applicant and the analysis provided by city staff, that the criteria listed in sections **8.5.21.B**, **8.5.21.K**, **8.5.18** and **8.5.19** of the City of Columbia Zoning Ordinance have been satisfied, and recommend approval of the Rezoning to PUD-MU with Preliminary Planned Unit Development Master Plan as presented *[, subject to technical comments and other conditions presented by planning staff*].

Recommend Approval Subject to Conditions:

Move to find, based on the information presented by the applicant and the analysis provided by city staff, that the criteria listed in sections **8.5.21.B**, **8.5.21.K**, **8.5.18** and **8.5.19** of the City of Columbia Zoning Ordinance have been satisfied, and recommend approval of the Rezoning to PUD-MU with Preliminary Planned Unit Development Master Plan, subject to the following conditions: [*list conditions of approval crafted by Planning Commission*].

Recommend Denial:

Move to recommend denial of the Rezoning to PUD-MU having found, based on the information presented by the applicant and the analysis provided by city staff, that the

criteria listed in sections **8.5.21.B**, **8.5.21.K**, **8.5.18** and **8.5.19** of the City of Columbia Zoning Ordinance, are not satisfied [*list specific reasons for denial*].

Defer:

Move to find that there is insufficient information to make a decision, defer the matter to the next regularly scheduled meeting of the Planning Commission, and request that the [*applicant/staff*] provide: [*list additional information*] for review at a future meeting.

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Paul Keltner, AICP, Development Services Director pkeltner@columbiatn.gov 931-560-1560

AGENDA ITEM TITLE: 1ST CONSIDERATION OF ORDINANCE NO. 4583 - AN ORDINANCE TO AMEND ORDINANCE NO. 4400 - THE SAME BEING THE ZONING ORDINANCE OF THE CITY OF COLUMBIA, TENNESSEE BY APPROVING THE PRELIMINARY PLANNED UNIT DEVELOPMENT MASTER PLAN FOR LOT 8A OF THE BEECHCROFT PLAZA PUD, OFF CAYER LANE AND NASHVILLE HIGHWAY AT TAX MAP 42 PARCEL 14.05.- WARD 5.

RECOMMENDATION: Approve Ordinance 4583 on first consideration.

INFORMATION: The applicant is requesting approval of a Preliminary PUD Master Plan for property at Nashville Highway and Cayer Lane, being Lot 8A of the Beechcroft Plaza Planned Unit Development. The proposed plan is for a new commercial build of an approximate 7,000 square foot AutoZone retailer. The Planning Commission reviewed this request at the February 11, 2026 meeting and recommended approval by a vote of five to zero.

CERTIFICATION: N/A

ATTACHMENTS: Ordinance No. 4583 Staff Report; Ordinance 4583; Exhibit A; DS Staff Report.

AN ORDINANCE TO AMEND ORDINANCE NO. 4400 - THE SAME BEING THE ZONING ORDINANCE OF THE CITY OF COLUMBIA, TENNESSEE BY APPROVING THE PRELIMINARY PLANNED UNIT DEVELOPMENT MASTER PLAN FOR LOT 8A OF THE BEECHCROFT PLAZA PUD, OFF CAYER LANE AND NASHVILLE HIGHWAY AT TAX MAP 42 PARCEL 14.05.

BE IT ORDAINED BY THE CITY OF COLUMBIA:

Section 1: That the City of Columbia Zoning Ordinance, the same being Ordinance No. 4400, and the zoning maps therein adopted be, and the same are hereby amended by approving the Preliminary Planned Unit Development Master Plan for Lot 8A of the Beechcroft Plaza PUD, off Cayer Lane and Nashville Highway, at Tax Map 42 Parcel 14.05.

Section 2: Said Planned Unit Development Master Plan is located in the Third Civil District of Maury County, Tennessee, within the corporate limits of the City of Columbia. The Preliminary PUD Master Plan for Lot 8A, which is attached hereto and incorporated herein by reference, is identified as Exhibit "A".

Section 3 This Ordinance is passed after review by the Columbia Municipal Planning Commission with a recommendation of approval, on the 11th day of February, 2026, and after a public hearing held on the 12th day of March, 2026, with notice of said hearing being given in Main Street Maury of Columbia, Tennessee, twenty-one (21) days or more before said hearing.

Section 4: That pursuant to Section 8.5.19.K.6 the City Council makes the following findings:

a. The proposed PUD Master Plan is in agreement with the Comprehensive Plan and any applicable local area plans;
b. It has been determined that the legal purposes for which zoning exists are not contravened;

c. It has been determined that there will be no adverse effect upon the Adjoining property owners unless such effect can be justified by the overwhelming public good or welfare;

Section 5: That ordinances or parts of ordinances in conflict herewith are hereby repealed.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF THE CITY OF COLUMBIA, TENNESSEE, This the 9th day of April, 2026.

_____
CHARLES (CHAZ) M. MOLDER, MAYOR

ATTEST:

_____
THAD H. JABLONSKI, CITY RECORDER

LEGAL FORM APPROVED:

_____
JAKE HUBBELL, CITY ATTORNEY

APPROVED FOR FIRST CONSIDERATION:

_____
ANTHONY R. MASSEY – CITY MANAGER

Passed on 1st consideration _____
Passed on 2nd consideration:_____

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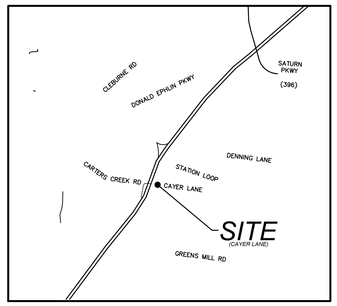

Location Map

SCALE: N.T.S.

Site Construction Drawings

Proposed

AutoZone Store #10682

Cayer Lane

Columbia, Maury County, TN 38401

Applicant / Developer:

AutoZone Development, LLC
c/o Wade Davis
123 S. Front Street, 3rd Floor
Memphis, Tennessee 38103
(901) 495-8701

Property Owner:

AutoZone Development, LLC
123 South Front Street, 3rd Floor
Memphis, Tennessee 38103

Architect:

AutoZone Development, LLC
c/o: George Callow
123 S. Front Street, 3rd Floor
Memphis, Tennessee 38103
(901) 495-8705

Civil Engineer:

Prism Engineering & Design Group, LLC
c/o: Jason L. Hall, PE
2309 Watterson Trail, Suite 200
Louisville, Kentucky 40299
(502) 491-8891 Ext. 1

Date:
December 9, 2025

Contents:

C0.0	COVER SHEET
1 OF 2	ALTA SURVEY / EXISTING CONDITIONS
2 OF 2	ALTA SURVEY / EXISTING CONDITIONS
C0.1	CONSTRUCTION NOTES AND LEGEND
D1.0	SITE DEMOLITION PLAN
C1.0	SITE PLAN
C1.A	SITE DETAILS
C1.1	GRADING PLAN
C1.2	DRAINAGE PLAN
C1.3	SITE UTILITIES PLAN
C1.4	EROSION PREVENTION & SEDIMENT CONTROL PLAN (EPSC)
C1.5	DETAILS
L1.0	LANDSCAPE PLAN
L1.1	LANDSCAPE NOTES AND DETAILS
PH-1	PHOTOMETRIC PLAN

UTILITY CONTACT INFORMATION

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WATER SERVICE
COLUMBIA POWER & WATER SYSTEM
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BELFAST, TN 37109
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SANITARY SEWER
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STORM WATER
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PUBLIC WORKS DPT
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PLANNING DEPARTMENT
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PE PROJ. # 225005-E1

NORTH

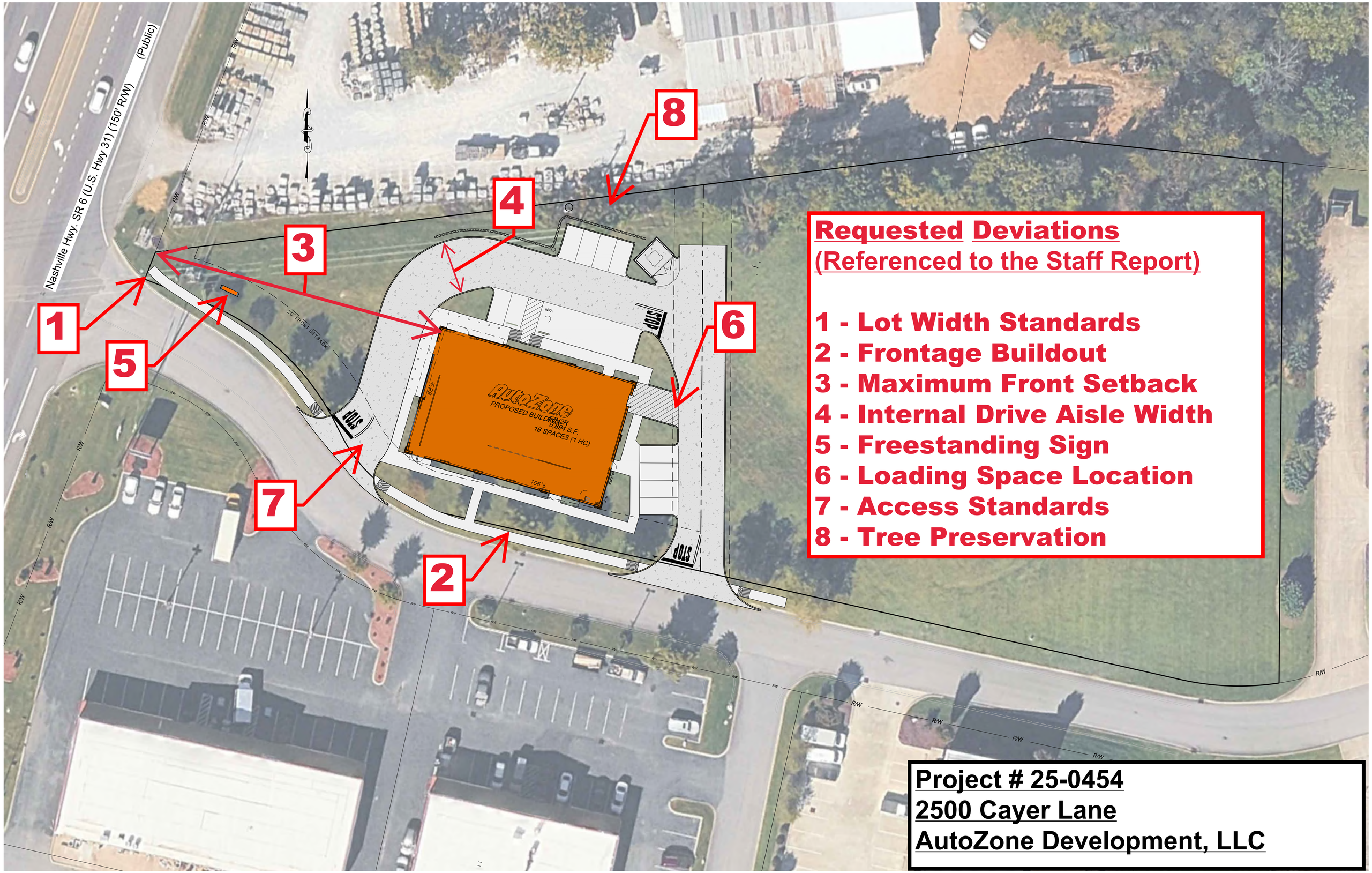
REVISIONS
1 | 2 | 3 | 4 | 5 | 6

AutoZone Store No. 10682
CAYER LANE
COLUMBIA TN 38401
COVER SHEET

Owner / Developer:
AUTOZONE DEVELOPMENT LLC
123 South Front Street, 3rd Floor
Memphis, Tennessee 38103
TEL.: (901) 495-8701 FAX: (901) 495-8969
For Bidding & Contractor Information Contact:
Dodge Data & Analytics, Tel. 413-930-4215
Cindy.searcy@construction.com

JASON L. HALL REGISTERED ENGINEER AGRICULTURE No. 120975 STATE OF TENNESSEE
11-14-25

12/09/25
57N2R
C0.0



Requested Deviations
(Referenced to the Staff Report)

1 - Lot Width Standards
2 - Frontage Buildout
3 - Maximum Front Setback
4 - Internal Drive Aisle Width
5 - Freestanding Sign
6 - Loading Space Location
7 - Access Standards
8 - Tree Preservation

Project # 25-0454
2500 Cayer Lane
AutoZone Development, LLC

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GENERAL NOTES

1. PROPERTY LINE AND RIGHT-OF-WAY MONUMENTS SHALL NOT BE DISTURBED BY CONSTRUCTION. IF DISTURBED, THEY SHALL BE RESET TO THEIR ORIGINAL LOCATIONS AT THE CONTRACTOR'S EXPENSE BY A REGISTERED LAND SURVEYOR.
2. PROOF ROLL BUILDING AND ALL PARKING AREAS. NOTIFY AUTOZONE OF ANY UNACCEPTABLE AREAS.
3. BUILDING DIMENSIONS SHOWN ON THE CIVIL ENGINEERING PLANS ARE FOR REFERENCE PURPOSES ONLY, CONTRACTOR SHALL USE THE ARCHITECTURAL AND STRUCTURAL PLANS FOR EXACT BUILDING DIMENSIONS.
4. ALL SITE DIMENSIONS ARE REFERENCED TO THE FACE OF CURBS OR EDGE OF PAVING UNLESS OTHERWISE NOTED.
5. ALL SIDEWALKS, CURB AND GUTTER, STREET PAVING, CURB CUTS, DRIVEWAY APPROACHES, HANDICAP RAMPS, ETC. CONSTRUCTED OUTSIDE THE PROPERTY LINE IN THE RIGHT-OF-WAY SHALL CONFORM TO ALL MUNICIPAL AND/OR STATE SPECIFICATIONS AND REQUIREMENTS.
6. ALL DISTURBANCE INCURRED TO ANY ADJOINING PROPERTY DUE TO CONSTRUCTION OR DEMOLITION SHALL BE RESTORED TO THE PREVIOUS CONDITION OR BETTER, AND TO THE SATISFACTION OF THE CITY OR STATE AUTHORITY.
7. THE CONTRACTOR SHALL PROVIDE AS-BUILT RECORDS OF ALL CONSTRUCTION (INCLUDING UNDERGROUND UTILITIES) TO AUTOZONE AT THE END OF CONSTRUCTION.
8. CONTRACTOR SHALL PROVIDE FULL AS-BUILT TOPOGRAPHIC SURVEY OF THE SITE CERTIFIED BY A LAND SURVEYOR LICENSED IN THE STATE OF TENNESSEE.

BULK AREA REQUIREMENTS

LOCATION: CAYER LANE, COLUMBIA, TN 38401		
PARCEL ID: 042 01405 000		
ZONE: PUD-MU		
USE: RETAIL – AUTO PARTS SALES (ENTIRE PARCEL; 0.83± ACRES)		
ITEM	REQUIREMENTS	PROVIDED
MINIMUM LOT AREA	--	0.832 AC. (36,242 S.F.)
MINIMUM LOT FRONTAGE	--	342.2 FT.
MINIMUM FRONT SETBACK (BUILDING)	20 FT.	20.0 FT.
MINIMUM SIDE SETBACK (BUILDING)	10-24 FT.	N/A
MINIMUM REAR SETBACK (BUILDING)	NR	20 FT.
MAXIMUM BUILDING HEIGHT	35 FT.	23 FT.

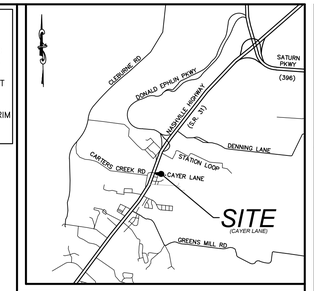
PARKING INFORMATION

ITEM	REQUIREMENTS	PROVIDED
BUILDING SIZE	--	6,894 S.F.
PARKING REQUIRED	1 SP. PER 500 S.F. = 14 SPACES OF GROSS FLOOR AREA,	16 SPACES
MIN. PARKING DIM.	9 FT. X 18 FT.	9 FT. X 18 FT.
MIN. DRIVEWAY WIDTH	24' (MIN.)	24 FT (MIN.)
ACCESSIBLE SPACES	1 SPACE	1 SPACE
LOADING SPACE	1 SPACE (10 FT. X 50 FT.)	1 SPACE

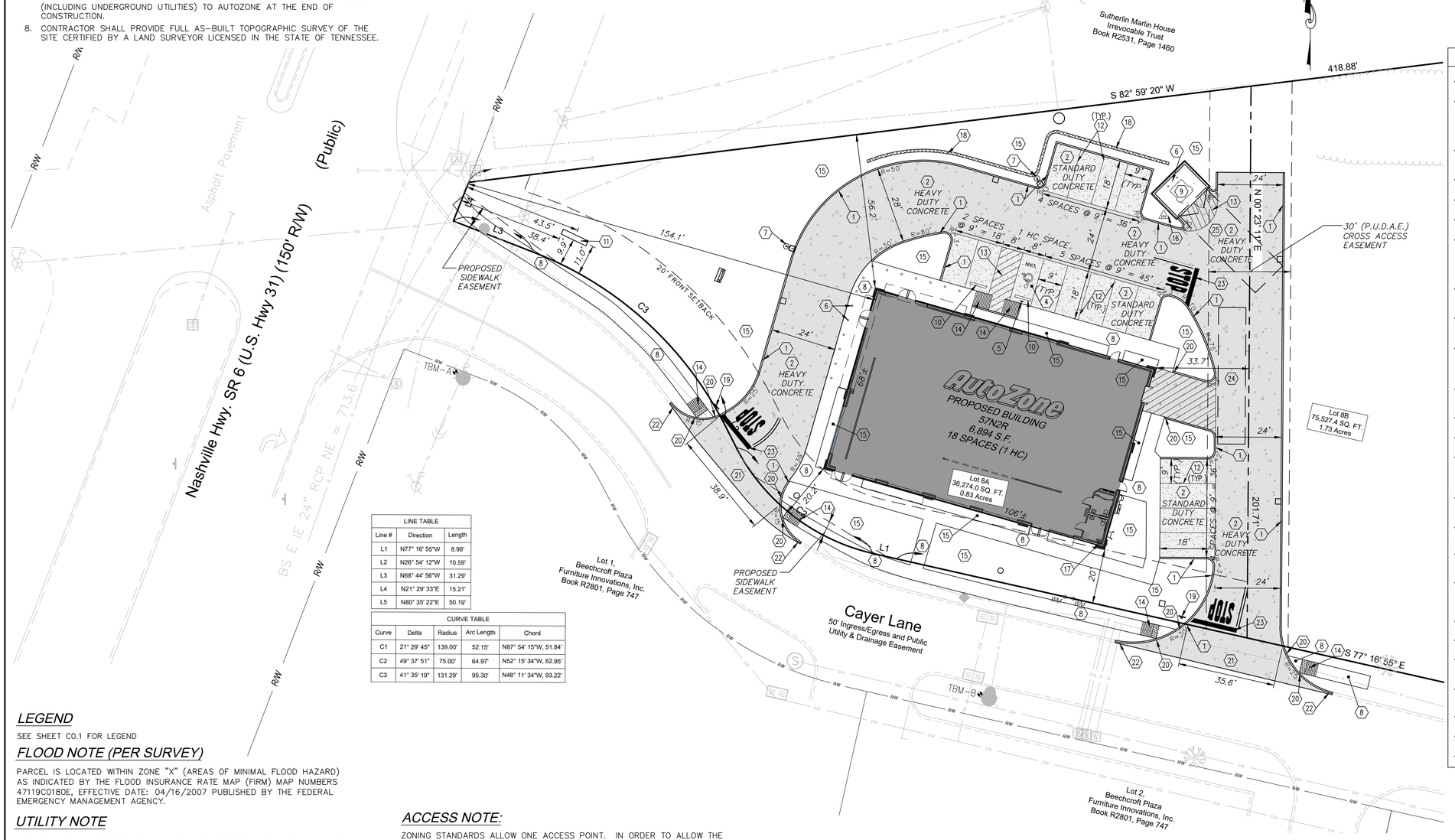
BENCHMARK

DATUM: NAVD 88

SITE TBMS
- BM "A": YELLOW MAG SPIKE IN POWER POLE. ELEVATION=718.49'
- BM "B": "TCN" IN BOLT OF FIRE HYDRANT. ELEVATION=715.72'
- BM "C": "TCN" EAST RIM OF SEWER MANHOLE. ELEVATION=708.82'



Vicinity Map
Not To Scale



LINE TABLE		
Line #	Direction	Length
L1	N77° 16' 55"W	8.98'
L2	N26° 54' 12"W	10.59'
L3	N68° 44' 56"W	31.29'
L4	N21° 29' 33"E	15.21'
L5	N80° 35' 22"E	50.19'

CURVE TABLE				
Curve	Delta	Radius	Arc Length	Chord
C1	21° 29' 45"	139.00'	52.15'	N87° 54' 15"W, 51.84'
C2	49° 37' 51"	75.00'	64.97'	N52° 15' 34"W, 62.95'
C3	41° 35' 19"	131.29'	95.30'	N48° 11' 34"W, 93.22'

KEYNOTES

1. CONCRETE CURB – SEE DETAILS 1 & 2/C1.A.
2. CONCRETE PAVING – SEE DETAIL 4/C1.A. EXPANSION AND CONTROL JOINTS – SEE DETAILS 21 & 22/C1.A MAXIMUM SPACING FOR CONTROL JOINTS IS 15'-0" O.C. EACH WAY.
3. ASPHALT PAVING – SEE DETAIL 5/C1.A G.C. TO PROVIDE ALTERNATE BID FOR CONCRETE PAVING
4. HANDICAP PARKING AREA – SEE DETAILS 6 & 7/C1.A.
5. HANDICAP PARKING SIGN – SEE DETAIL 12/C1.A.
6. PIPE GUARD – SEE DETAILS 14, 15 & 16/C1.A.
7. CONCRETE LIGHT POLE BASE – SEE DETAIL 13/C1.A. LOCATE 3'-0" FROM BACK OF CURB OR SIDEWALK TO CENTER OF BASE. AIM LIGHT FIXTURE IN DIRECTION AS INDICATED.
8. CONCRETE SIDEWALK – SEE DETAIL 19 & 20/C1.A FOR SIDEWALKS AROUND BUILDING.
9. DUMPSTER LAYOUT – 6' BRICK ENCLOSURE W/ GATES – SEE DETAILS 8, 9, 10 & 11/C1.A.
10. 6'-0" LONG CONCRETE WHEEL STOP, PINNED TO PAVEMENT – SEE DETAIL 17/C1.A. LOCATE 2'-6" FROM FACE OF CURB OR SIDEWALK.
11. MONUMENT SIGN. 10' HEIGHT, 50 S.F. MAX. SEE SIGNAGE DRAWINGS (UNDER SEPARATE PERMIT).
12. 4" WIDE PARKING STRIPE PAINTED WHITE (TYP.).
13. 4" WIDE DIAGONAL STRIPES PAINTED WHITE @ 2 FT. O.C.
14. CONCRETE HANDICAP RAMP – MAXIMUM SLOPE 1:12 (8.33%) (PER A.D.A. REQUIREMENTS). MAXIMUM CROSS SLOPE 1:50 (2.00%).
15. NEW LANDSCAPE AREA – PROVIDE SOD AND 3" TOPSOIL – SEE SHEET L1.0 FOR ADDITIONAL INFORMATION.
16. PROPOSED YARD HYDRANT. COORDINATE LOCATION WITH MEP PLANS.
17. INTERNAL ROOF DRAIN LEADER TO CONNECT TO STORM SEWER. SEE DRAINAGE PLAN AND ARCHITECTURAL PLANS.
18. RETAINING WALL. WALL MATERIAL SHALL BE STAINED ON STAMPED CONCRETE OR SPLIT FACE BLOCK. SEE STRUCTURAL DRAWINGS.
19. STOP SIGN – SEE DETAIL 25/C1.A
20. TAPER CURB TO FLUSH.
21. NEW CURB CUT & APPROACH PER LOCAL CODES & SPECS.
22. NEW CONCRETE CURB & GUTTER TO MEET ALL LOCAL & STATE D.O.T. REQUIREMENTS.
23. STOP BAR (THERMOPLASTIC) – SEE DETAIL 26/C1.A.
24. LOADING SPACE (10' X 50').
25. 14' X 40' CLEAR DUMPSTER ACCESS APPROACH.

LEGEND

SEE SHEET C0.1 FOR LEGEND

FLOOD NOTE (PER SURVEY)

PARCEL IS LOCATED WITHIN ZONE "X" (AREAS OF MINIMAL FLOOD HAZARD) AS INDICATED BY THE FLOOD INSURANCE RATE MAP (FIRM) MAP NUMBERS 47119C0180E, EFFECTIVE DATE: 04/16/2007 PUBLISHED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY.

UTILITY NOTE

LOCATIONS OF UNDERGROUND UTILITIES ARE APPROXIMATE AND ARE BASED UPON AN ALTA/NSPS LAND TITLE SURVEY PREPARED BY CESO INC., NEITHER THE ENGINEER NOR HIS REPRESENTATIVES HAVE VERIFIED OR OBSERVED THE ACTUAL INSTALLATION OF THE UTILITIES SHOWN. EXACT LOCATIONS OF ALL EXISTING UTILITIES ARE NOT CERTAIN.

UTILITY PROTECTION NOTE

ALL UTILITIES ON THESE PLANS ARE APPROXIMATE. INDIVIDUAL SERVICE LINES ARE NOT SHOWN. THE CONTRACTOR OR SUB-CONTRACTOR SHALL NOTIFY THE UTILITY PROTECTION CENTER "TENNESSEE 811" (TOLL-FREE PHONE NO. 1-800-351-1111 OR LOCAL 615-367-1110), 48 HOURS IN ADVANCE OF ANY CONSTRUCTION ON THIS PROJECT. THIS NUMBER WAS ESTABLISHED TO PROVIDE ACCURATE LOCATION OF EXISTING BELOW GROUND UTILITIES (I.E.: CABLES, ELECTRICAL WIRES, TELEPHONE LINES, GAS, AND WATERLINES). THE CONTRACTOR SHALL BE RESPONSIBLE FOR BECOMING FAMILIAR WITH ALL UTILITY REQUIREMENTS SET FORTH ON THE PLANS AND IN THE TECHNICAL SPECIFICATIONS AND SPECIAL PROVISIONS.

ACCESS NOTE:

ZONING STANDARDS ALLOW ONE ACCESS POINT. IN ORDER TO ALLOW THE AUTOZONE DELIVERY TRUCK TO SAFELY ENTER AND EXIT THE SITE, APPROVAL OF ONE DIRECT ACCESS CONNECTION (TWO-WAY TRAFFIC) TO CAYER LANE (WEST SIDE OF SITE) AND ONE ACCESS CONNECTION (TWO-WAY TRAFFIC) TO THE PROPOSED SHARED ACCESS DRIVE (EAST SIDE OF SITE) IS REQUESTED. THIS ACCESS REQUEST IS CONSISTENT WITH OTHER LOTS ALONG CAYER LANE. THE PROPOSED WESTERN ACCESS POINT IS POSITIONED AT THE LOCATION OF THE EXISTING DRIVEWAY TURNOUT THAT CURRENTLY EXISTS FOR THE SITE. ADDITIONALLY, THE PROPOSED WESTERN ACCESS POINT IS ALIGNED WITH THE EXISTING TWO-WAY ACCESS POINT LOCATED ON THE SOUTH SIDE OF CAYER LANE. THE PROPOSED ACCESS AT THE EAST SIDE OF THE SITE IS A SHARED ACCESS DRIVE, WHICH WILL BE SHARED BY BOTH LOT 8A AND LOT 8B.

Tennessee811

GRAPHIC SCALE IN FEET
20 10 0 20 40 60
1 INCH = 20 FEET

PRISM ENGINEERING
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PE PRISM ENGINEERING
PE PROJ. # 225005-E1

REVISIONS

1	01/14/26 REVISED PER AGENCY	4	5	6
2			
3			

Owner / Developer:
AUTOZONE DEVELOPMENT LLC
123 South Front Street, 3rd Floor
Memphis, Tennessee 38103
TEL.: (901) 495-8701 FAX: (901) 495-8969
For Bidding & Contractor Information Contact:
Dodge Data & Analytics. Tel. 413-930-4215
Cindy.searcy@construction.com

JASON L. HALL REGISTERED ENGINEER AGRICULTURE No. 120978 STATE OF TENNESSEE
01.14.26

AutoZone Store No. 10682
CAYER LANE
COLUMBIA TN 38401
SITE PLAN

12/09/25
57N2R
C1.0

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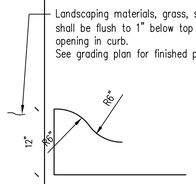

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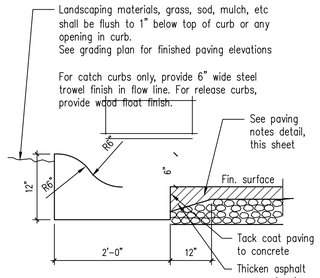

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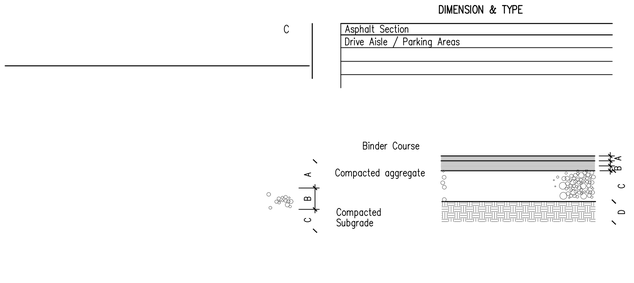

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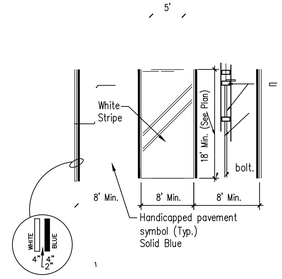
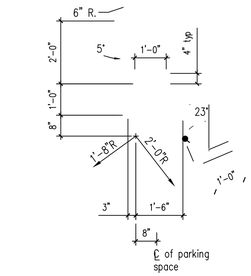
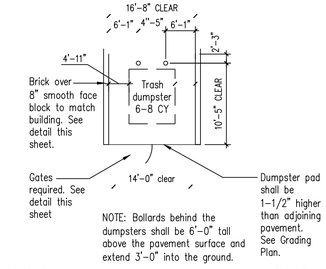
ASPHALT PAVING SECTION



HANDICAP PARKING DETAIL

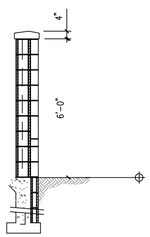


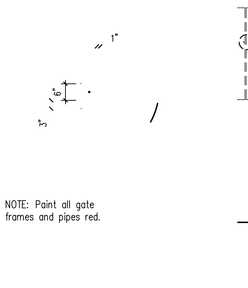
INT'L BARRIER FREE SYMBOL

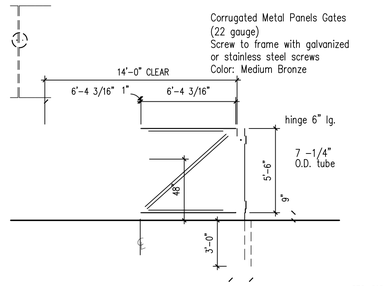


NO SCALE SEC-C17M

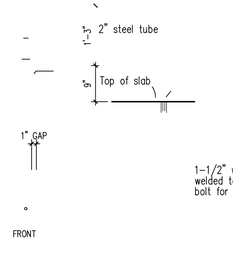
8 BRICK DUMPSTER LAYOUT



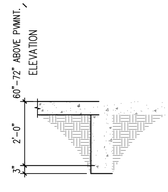




SEC-C18



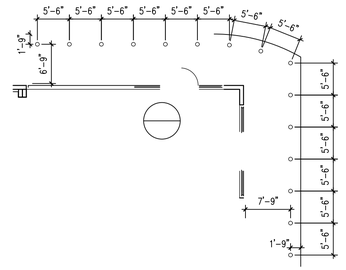
SEC-C19



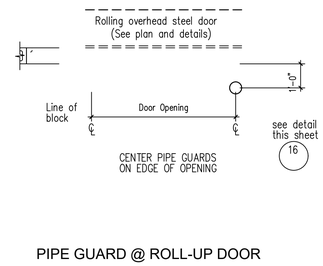
TYPICAL HANDICAP SIGN

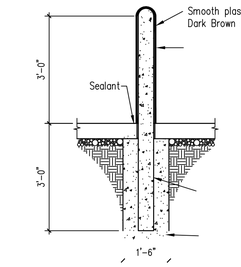
See Photometric Plan

13 TYPICAL LIGHT POLE



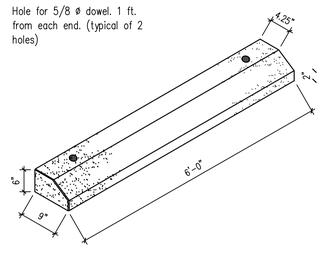
BOLLARD LAYOUT PLAN



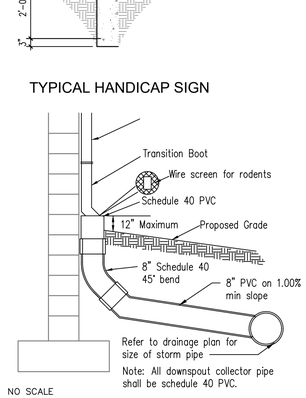


NO SCALE SEC-C07

PIPE GUARD @ ROLL-UP DOOR



WHEEL STOP DETAIL



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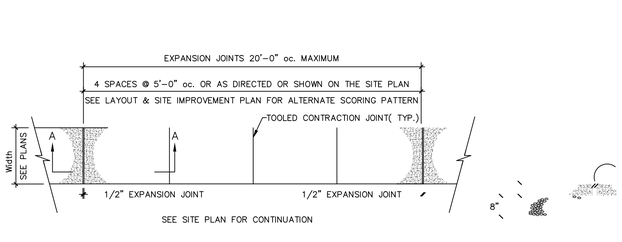

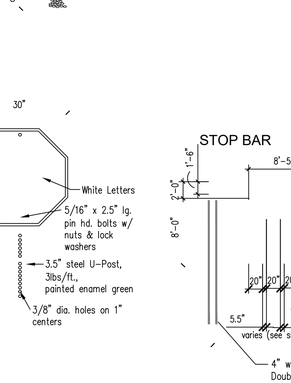

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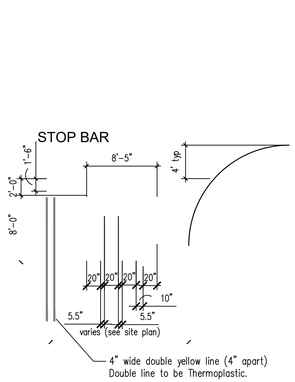
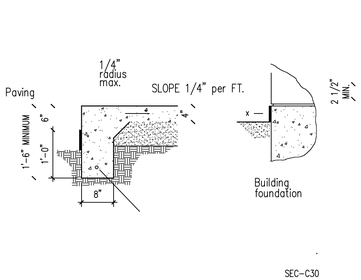
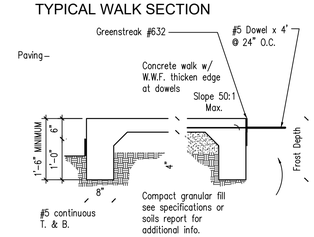


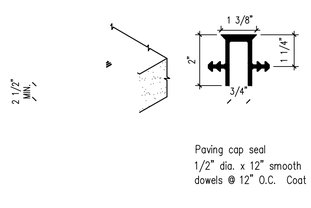


SEC-C30

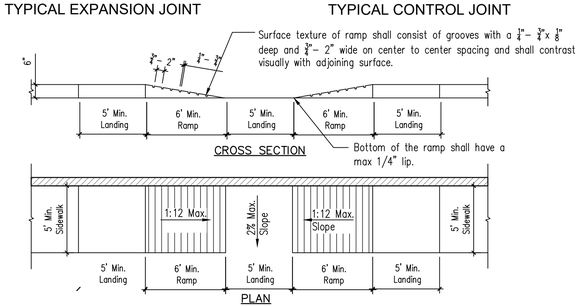
TYPICAL WALK SECTION



Where frost depth is greater than 24" extend walk turn down to frost depth and fill area under walk extending 24" beyond edge of door opening with compacted granular fill to one half the frost depth.



TYPICAL EXPANSION JOINT



TYPICAL CONTROL JOINT

NOTE: DETAILS SHOWN ON THIS SHEET WERE PROVIDED BY AUTOZONE AND ARE INCLUDED IN THESE PLANS FOR INFORMATIONAL PURPOSES. PRISM ENGINEERING DOES NOT CERTIFY OR ASSUME RESPONSIBILITY FOR THESE DETAILS.

Tennessee811

PRISM ENGINEERING
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Louisville, Kentucky 40299
Office: (502) 491-8891
Fax: (502) 491-8898
www.prism-civil.com

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PE PROJ. # 225005E1

REVISIONS

1	2	3
4	5	6

AutoZone Store No. 10682
CAYER LANE
COLUMBIA TN 38401

SITE DETAILS

Owner / Developer:
AUTOZONE DEVELOPMENT LLC
123 South Front Street, 3rd Floor
Memphis, Tennessee 38103
TEL: (901) 495-8701 FAX: (901) 495-8969
For Bidding & Contractor Information Contact:
Dodge Data & Analytics. Tel. 413-930-4215
Cindy.searcy@construction.com

JASON L. HALL REGISTERED ENGINEER AGRICULTURE NUMBER 120178 STATE OF TENNESSEE 01-10-26

12/09/25

57N2R

C1.A

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PLANTING SCHEDULE				
QUANTITY	KEY	BOTANICAL NAME	COMMON NAME	SIZE / REMARKS
TREES				
8	NS	Nyssa Sylvatica	Blackgum	2"Caliper, 8'min. ht.
6	MA	Magnolia Acuminata	Cucumber tree	2"Caliper, 8'min. ht.
SHRUBS				
99	BM	Buxus Microphylla 'Winter Gem'	Winter Gem Boxwood	3' o.c., 24" min. ht
71	JV	Juniperus Virginiana 'Grey Owl'	Grey Owl Juniper	3' o.c., 24" min. ht

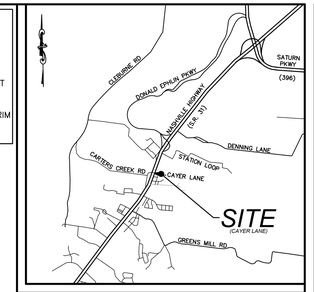
LEGEND

PROPOSED TREES

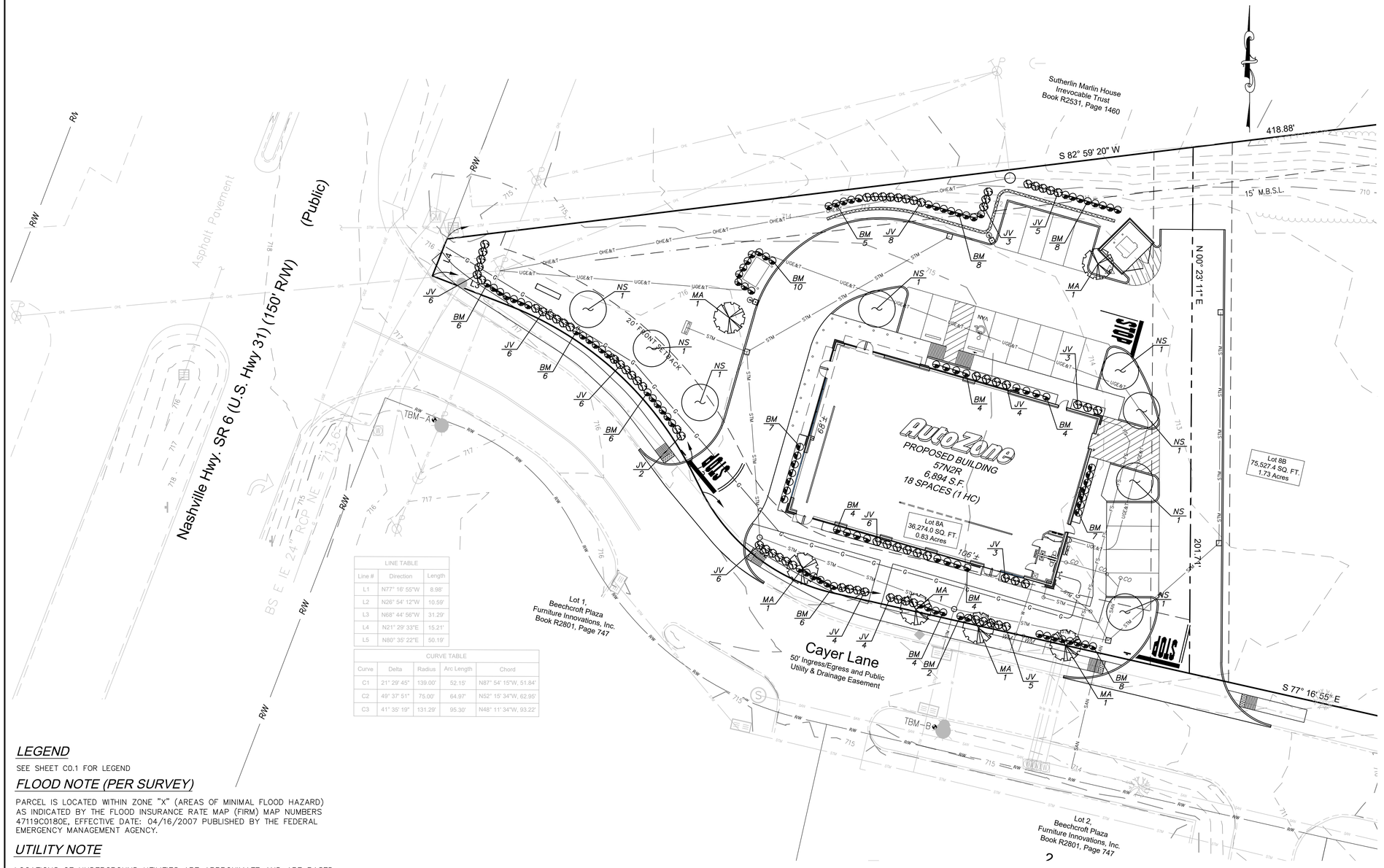
PROPOSED SHRUB

BENCHMARK
DATUM: NAVD 88

SITE TBMS
- BM "A": YELLOW MAG SPIKE IN POWER POLE. ELEVATION=718.49'
- BM "B": "TCN" IN BOLT OF FIRE HYDRANT. ELEVATION=715.72'
- BM "C": "TCN" EAST RIM OF SEWER MANHOLE. ELEVATION=708.82'



Vicinity Map
Not To Scale



LINE TABLE		
Line #	Direction	Length
L1	N77° 16' 55"W	8.98'
L2	N26° 54' 12"W	10.59'
L3	N68° 44' 56"W	31.29'
L4	N21° 29' 33"E	15.21'
L5	N80° 35' 22"E	50.19'

CURVE TABLE				
Curve	Delta	Radius	Arc Length	Chord
C1	21° 29' 45"	139.00'	52.15'	N87° 54' 15"W, 51.84'
C2	49° 37' 51"	75.00'	64.97'	N52° 15' 34"W, 62.95'
C3	41° 35' 19"	131.29'	95.30'	N48° 11' 34"W, 93.22'

LANDSCAPING REQUIREMENTS

INTERIOR REQUIREMENTS
REQUIRED:
1 LANDSCAPE ISLAND / 10 PARKING SPACES
EACH ROW OF PARKING MUST TERMINATE WITH A LANDSCAPE ISLAND
1 TREE / LANDSCAPE ISLAND
PROVIDED: (16 PARKING SPACES)
4 LANDSCAPE ISLANDS
6 TREES

VEHICLE USE AREA
REQUIRED:
1 TREE / 2000 SF OF PARKING AREA
PROVIDED: (11,896 SF OF VUA)
7 TREES

STREET SCREENING
REQUIRED:
CONTINUOUS HEDGE ROW (EVERGREEN)
1 TREE / 50 LF OF FRONTAGE
PROVIDED: (342 LF OF FRONTAGE)
7 TREES

FOUNDATION PLANTINGS
REQUIRED:
1 SHRUB PER 10 LF OF BUILDING FACADE

NORTH FACADE = 106'±
REQUIRED: 106' / 1 SHRUB / 10 LF = 11 SHRUBS
PROVIDED: 15 SHRUBS

SOUTH FACADE = 106'±
REQUIRED: 106' / 1 SHRUB / 10 LF = 11 SHRUBS
PROVIDED: 17 SHRUBS

WEST FACADE = 68'±
REQUIRED: 68' / 1 SHRUB / 10 LF = 7 SHRUBS
PROVIDED: 7 SHRUBS

EAST FACADE = 68'±
REQUIRED: 68' / 1 SHRUB / 10 LF = 7 SHRUBS
PROVIDED: 7 SHRUBS

LEGEND

SEE SHEET C0.1 FOR LEGEND

FLOOD NOTE (PER SURVEY)

PARCEL IS LOCATED WITHIN ZONE "X" (AREAS OF MINIMAL FLOOD HAZARD) AS INDICATED BY THE FLOOD INSURANCE RATE MAP (FIRM) MAP NUMBERS 47119C0180E, EFFECTIVE DATE: 04/16/2007 PUBLISHED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY.

UTILITY NOTE

LOCATIONS OF UNDERGROUND UTILITIES ARE APPROXIMATE AND ARE BASED UPON AN ALTA/NSPS LAND TITLE SURVEY PREPARED BY CESO INC., NEITHER THE ENGINEER NOR HIS REPRESENTATIVES HAVE VERIFIED OR OBSERVED THE ACTUAL INSTALLATION OF THE UTILITIES SHOWN. EXACT LOCATIONS OF ALL EXISTING UTILITIES ARE NOT CERTAIN.

UTILITY PROTECTION NOTE

ALL UTILITIES ON THESE PLANS ARE APPROXIMATE. INDIVIDUAL SERVICE LINES ARE NOT SHOWN. THE CONTRACTOR OR SUB-CONTRACTOR SHALL NOTIFY THE UTILITY PROTECTION CENTER "TENNESSEE 811" (TOLL-FREE PHONE NO. 1-800-351-1111 OR LOCAL 615-367-1110), 48 HOURS IN ADVANCE OF ANY CONSTRUCTION ON THIS PROJECT. THIS NUMBER WAS ESTABLISHED TO PROVIDE ACCURATE LOCATION OF EXISTING BELOW GROUND UTILITIES (I.E.: CABLES, ELECTRICAL WIRES, TELEPHONE LINES, GAS, AND WATERLINES). THE CONTRACTOR SHALL BE RESPONSIBLE FOR BECOMING FAMILIAR WITH ALL UTILITY REQUIREMENTS SET FORTH ON THE PLANS AND IN THE TECHNICAL SPECIFICATIONS AND SPECIAL PROVISIONS.

Tennessee811

GRAPHIC SCALE IN FEET
20 10 0 20 40 60
1 INCH = 20 FEET

REVISIONS

1	02/02/26 REVISED PER AGENCY REVIEW	4	5	6
2			
3			

AutoZone Store No. 10682
2503 CAYER LANE
COLUMBIA TN 38401
LANDSCAPE PLAN

Owner / Developer:
AUTOZONE DEVELOPMENT LLC
123 South Front Street, 3rd Floor
Memphis, Tennessee 38103
TEL: (901) 495-8701 FAX: (901) 495-8969
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JASON L. HALL REGISTERED ENGINEER AGRICULTURE No. 120978 STATE OF TENNESSEE 02.02.26

12/09/25

57N2R

L1.0

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PE Prism Engineering

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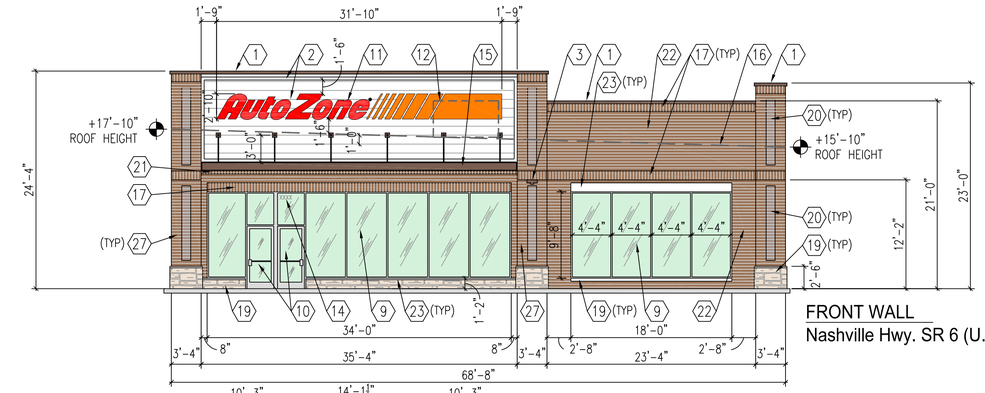
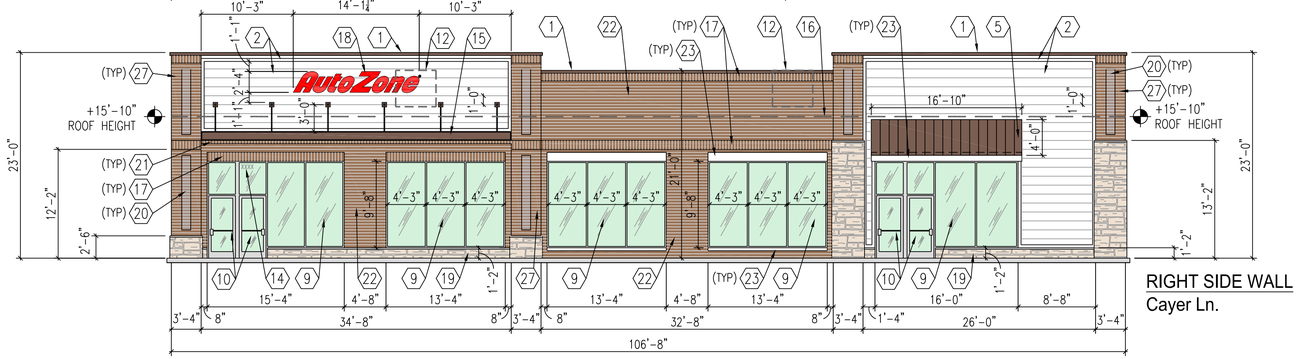
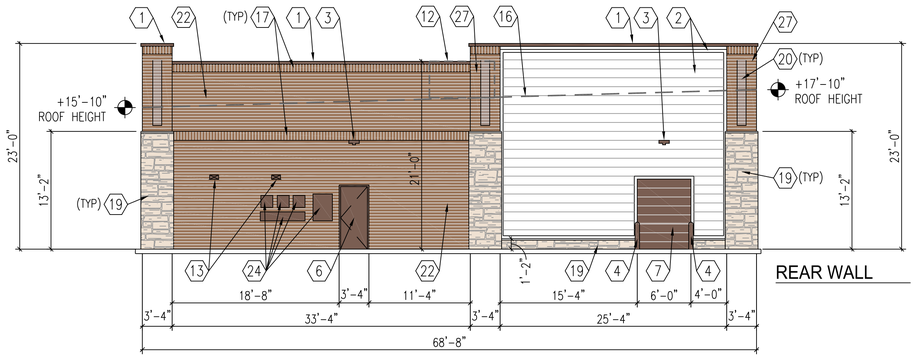


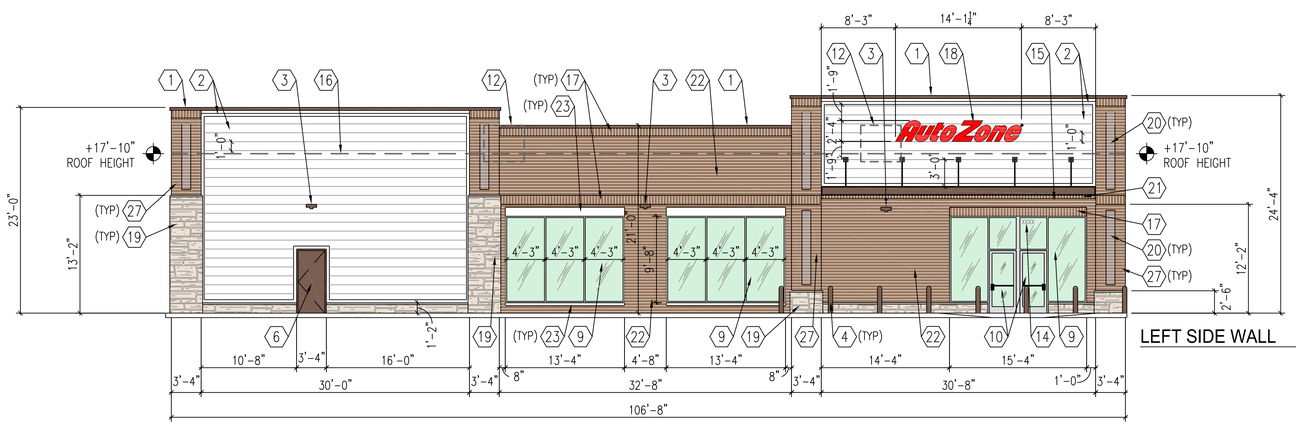
FRONT WALL
Nashville Hwy. SR 6 (U.S. Hwy 31)



RIGHT SIDE WALL
Cayer Ln.



REAR WALL



LEFT SIDE WALL

1/8" = 1'-0"

1 EXTERIOR ELEVATIONS

ROOF HEIGHT

CITY OF COLUMBIA, TN – TITLE 14, CH. 2 ZONING ORDINANCE – ARTICLE 4: BUILDING, LOT & BUILDING SITE STANDARDS – TABLE 4.3.1-M DISTRICT STANDARDS – PLANNED UNIT DEVELOPMENT – MIXED USE, PG 161:

FAÇADE GLAZING
- NON-SHOPFRONT 20% – 60% OF TOTAL GROUND FLOOR FAÇADE AREA
- SHOPFRONT: MIN. 50% OF TOTAL GROUND FLOOR FAÇADE AREA

SHOPFRONT MIN. 50% ELEVATION: FRONT	SQ.FT.	PROVIDED %
TOTAL SURFACE AREA	904	
TOTAL GLAZING	511	57%

SHOPFRONT MIN. 50% ELEVATION: RIGHT SIDE WALL	SQ.FT.	PROVIDED %
TOTAL SURFACE AREA	1491	
TOTAL GLAZING	798	54%

NON-SHOPFRONT 20% – 60% ELEVATION: LEFT SIDE WALL	SQ.FT.	PROVIDED %
TOTAL SURFACE AREA	1988	
TOTAL GLAZING	414	21%

GENERAL NOTES:
1. REFER TO SECTION 09900 OF THE SPECIFICATIONS FOR PAINT AND EXTERIOR COATINGS. ALL COLORS ARE BY SHERWIN-WILLIAMS PAINT COMPANY.
2. PAINT RESTROOM WALL VENTS TO MATCH THE ADJACENT WALL COLOR.
3. SEALANT AT EXPANSION JOINTS TO MATCH ADJACENT WALL COLOR.
4. ALL MASONRY JOINTS TO BE CONCAVE TOOLED.

4 GENERAL NOTES

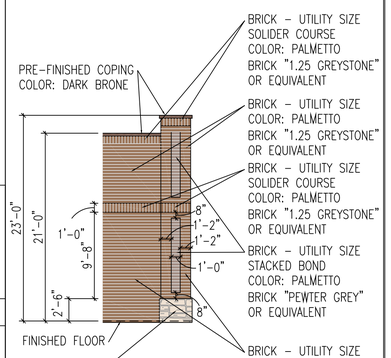
SIGNAGE NOTES:
1. AUTOZONE'S SIGN VENDOR WILL FURNISH AND INSTALL ALL SIGNS UNLESS OTHERWISE SPECIFICALLY NOTED ON THE DRAWINGS. WALL SIGNS TO BE INSTALLED ON SURFACES THAT ARE FURNISHED AND PREPARED BY GENERAL CONTRACTOR.
2. SIGN INSTALLER SHALL OBTAIN SIGN PERMITS AND INSTALL ALL FREESTANDING SIGNS AND THEIR FOUNDATIONS UNLESS NOTED OTHERWISE. GENERAL CONTRACTOR SHALL INSURE SIGN LOCATION IS TO GRADE AND SHALL MARK WHERE SIGN IS TO BE LOCATED.
3. GENERAL CONTRACTOR IS RESPONSIBLE FOR INSTALLATION OF PRIMARY ELECTRICAL, AND FINAL ELECTRICAL HOOK-UP. SEE "SN" SHEETS FOR ADDITIONAL INFORMATION.
4. SEE SHEET E3 FOR LOCATIONS OF J-BOXES TERMINATING EACH WALL SIGN CIRCUIT.

5 SIGNAGE NOTES – BUILDING

1. PRE-FINISHED ALUMINUM COPING: DARK BRONZE
2. JAMES HARDIE PLANK SIDING – SELECT CEDARMILL COLOR: ARCTIC WHITE 4" TRIM FROM MANUFACTURE COLOR: SW #7005 PURE WHITE
3. WALL MOUNTED LIGHT FIXTURE DARK BRONZE FINISH
4. PIPE GUARD WITH DARK BROWN SLEEVE
5. 3'-0" DEPTH 4'-0" HEIGHT BERRIDGE STANDING SEAM METAL AWNING COLOR: DARK BRONZE
6. PAINT MAN DOOR & METAL FRAMES – DARK BRONZE FINSH
7. DO NOT PAINT OVERHEAD DOOR PAINT ANGLES DARK BRONZE
8. NOT USED
9. ALUMINUM STOREFRONT – EVERGREEN CLEAR GLASS WINDOWS WITH CLEAR ANODIZED ALUMINUM FINISH
10. CLEAR GLASS AND ALUMINUM DOORS – CLEAR ANODIZED FINISH
11. FRONT WALL SIGN – 34" R.S. RED CHANNEL LETTERS
12. HVAC UNITS SCREENED BEHIND PARAPET WALL
13. TOILET WALL VENTS PAINT TO MATCH WALL
14. STORE ADDRESS – 6" WHITE REFLECTIVE NUMBERS
15. 3'-0" DEPTH 3'-0" HEIGHT METAL FLAT AWNING COLOR: DARK BRONZE
16. BOND BEAM AT ROOF LINE
17. BRICK – UTILITY SIZE SOLDIER COURSE COLOR: PALMETTO BRICK – 1.25 GREYSTONE OR EQUIVALENT
18. LEFT WALL AND RIGHT WALL SIGN – 28" RED CHANNEL LETTERS
19. STONE VENEER: COUNTRY LEDGESTONE – ECHO RIDGE
20. STACKED ACCENT UTILITY BRICK – (¾" RECESSED) COLOR: PALMETTO BRICK – PEWTER GREY OR EQUIVALENT
21. BRICK – UTILITY SIZE ROWLOCK COURSE COLOR: PALMETTO BRICK – 1.25 GREYSTONE OR EQUIVALENT
22. BRICK – UTILITY SIZE COLOR: PALMETTO BRICK – 1.25 GREYSTONE OR EQUIVALENT
23. SOLID CONCRETE BLOCK CAP COLOR: SW #7005 "PURE WHITE"
24. ELECTRICAL EQUIPMENT
25. NOT USED
26. NOT USED
27. 3'-4" WIDE BRICK PILASTER (4" PROJECTION)

1/8" = 1'-0" AWNO1N

2 ELEVATION KEY NOTES



ARGOS BRICK MORTAR
COLOR: SAVANNAH IVORY

PALMETTO BRICK
CONTACT: RON SPURLIN – RSpurlin@brick.com

1/8" = 1'-0" AWE01

3 EXTERIOR WALL COLOR SCHEME

REVISIONS			
1	2	3	
4	5	6	

AutoZone Store No. 10682
2501 CAYER LANE
COLUMBIA TN 38401

COLOR ELEVATION

Architect: George Callow
123 South Front Street
Memphis, Tennessee 38103
TEL: 901-495-8705 FAX: (901) 495-8969

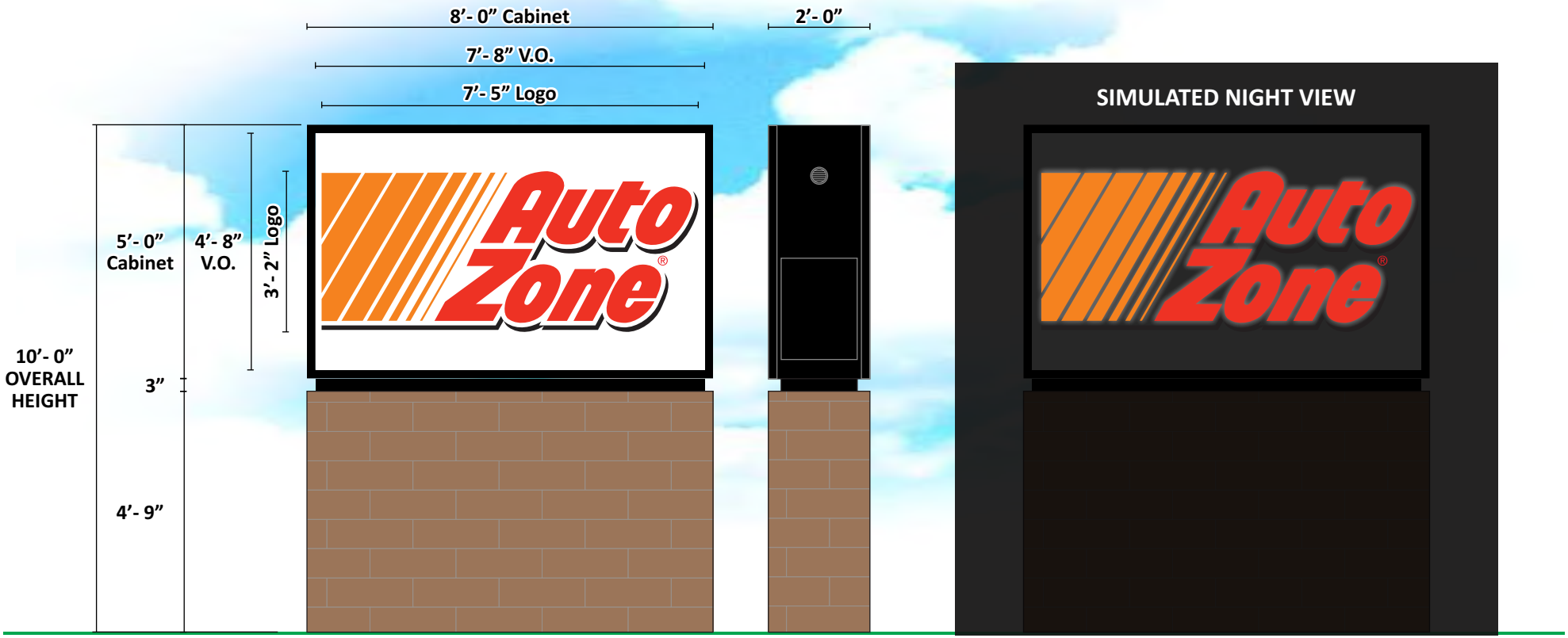
For Bidding & Contractor Information Contact:
Dodge Data & Analytics, Tel. 1-844-326-3826 ext 9429
Cindy.searcy@construction.com

GEORGE W. CALLOW REGISTERED ARCHITECT AGRICULTURE RESIDENCE No. 17910 STATE OF TENNESSEE

09-12-25

57N2-R

CE-1



ILLUMINATED DOUBLE FACE MONUMENT:

- Aluminum Cabinet Construction Painted Gloss Black
- 2” Retainers Face Side Painted Gloss Black
- Routed Aluminum Faces with Push-Thru Acrylic & Vinyl First Surface.
- 3” Reveal Painted Gloss Black
- Brick - Utility Size, Color - Palmetto Brick - 1.25 Greystone (CMU with brick veneer)
- 40 Square Feet

Note:General Contractor to provide steel pole (painted white), dig footer, pour concrete to include pad (if applicable), set pole, provide & install base. Sign vendor to provide double-face cabinet and install on pole.

AUTOZONE COLORS:

3M 3630-143 POPPY RED PMS 485C	3M 3630-44 ORANGE PMS 165	3M 3630-22 BLACK PMS BlackC	3M 3660M MATTE OVERLAMINATE

ID. ASSOCIATES
BRINGING THE WORLD'S BRANDS TO LIFE
1771 Industrial Road, Dothan, Alabama 36303
(888) 303-5534 (334) 836-1401
www.idassociatesinc.com

CLIENT: AUTOZONE	**STORE NO:** 10682	**REV:** 01/16/26 JAS	**REV:**	**REV:**
LOCATION: COLUMBIA, TENNESSEE	**DATE:** 12/16/2025	**REV:**	**REV:**	**REV:**
ACCOUNT REP: DON WATSON	**DRAWN BY:** JR	**REV:**	**REV:**	**REV:**
DRAWING NO: AZ#10682 COLUMBIA, TN-MONUMENT EXHIBIT				

EXHIBIT APPROVED BY:

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D-Series Size 1
LED Area Luminaire

Buy American

Catalog Number

Notes

Type

Hit the Tab key or mouse over the page to see all interactive elements.

Specifications

EPA: 1.01 ft² (0.09 m²)

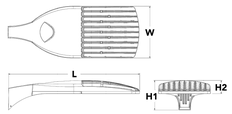
Length: 33" (83.8 cm)

Width: 13" (33.0 cm)

Height H1: 7-1/2" (19.0 cm)

Height H2: 3-1/2"

Weight (max): 27 lbs (12.2 kg)



Introduction

The modern styling of the D-Series is striking yet unobtrusive - making a bold, progressive statement even as it blends seamlessly with its environment. The D-Series distills the benefits of the latest in LED technology into a high performance, high efficacy, long-life luminaire.

The outstanding photometric performance results in sites with excellent uniformity, greater pole spacing and lower power density. It is ideal for replacing up to 750W metal halide in pedestrian and area lighting applications with typical energy savings of 65% and expected service life of over 100,000 hours.

Ordering Information

EXAMPLE: DSX1 LED P7 40K T3M MVOLT SPA NLTAIR2 PIRHN DDBXD

DSX1 LED

Series	LEDs	Color temperature	Distribution	Voltage	Mounting
DSX1 LED	**Forward optics** P1 P4[7] P7[7] P2 P5[7] P8 P3 P6[7] P9[7] **Rotated optics** P10[2] P12[2] P11[2] P13[2,3]	30K 3000 K 40K 4000 K 50K 5000 K	T1S Type I short (Automotive) T2S Type II short T2M Type II medium T3S Type III short T3M Type III medium T4M Type IV medium TFTM Forward throw medium T5VS Type V very short[3] T5S Type V short[3] T5M Type V medium[3] T5W Type V wide[3] BLC Backlight control[4] LCCO Left corner cutoff[4] RCCO Right corner cutoff[4]	MVOLT[1] XVOLT (277V-480V)[4,5,6] 120[1] 208[1] 240[1] 277[1] 347[1] 480[1]	**Shipped included** SPA Square pole mounting RPA Round pole mounting[10] WBA Wall bracket[1] SPUMBA Square pole universal mounting adaptor[11] RPUMBA Round pole universal mounting adaptor[11] **Shipped separately** KMA8 DDBXD U Mast arm mounting bracket adaptor (specify finish)[11]

Control options		Other options	Finish (required)	
Shipped installed NLTAIR2 nLight AIR generation 2 enabled[12,13] PIRHN Network, high/low motion/ambient sensor[14] PER NEMA twist-lock receptacle only (controls ordered separately)[15] PERS Five-pin receptacle only (controls ordered separately)[15,16] PER7 Seven-pin receptacle only (controls ordered separately)[15,16] DMG 0-10v dimming wires pulled outside fixture (for use with an external control, ordered separately)[17] DS Dual switching[18,19,20]	PIR High/low, motion/ambient sensor, 8-15' mounting height, ambient sensor enabled at 5fc[20,21] PIRH High/low, motion/ambient sensor, 15-30' mounting height, ambient sensor enabled at 5fc[20,21] PIR1FC3V High/low, motion/ambient sensor, 8-15' mounting height, ambient sensor enabled at 1fc[20,21] PIRH1FC3V Bi-level, motion/ambient sensor, 15-30' mounting height, ambient sensor enabled at 1fc[20,21] FAO Field adjustable output[20,21]	**Shipped installed** HS House-side shield[22] SF Single fuse (120, 277, 347V)[9] DF Double fuse (208, 240, 480V)[9] L90 Left rotated optics[2] R90 Right rotated optics[2] HA 50°C ambient operations[1] BAA Buy America(n) Act Compliant **Shipped separately** BS Bird spikes[10] EGS External glare shield	DDBXD Dark bronze DBLXD Black DNAXD Natural aluminum DWHXD White DBTXD Textured dark bronze DBLBXD Textured black DNATXD Textured natural aluminum DWHGXD Textured white DSSTXD Textured sandstone	

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D-Series Size 1
LED Wall Luminaire

Buy American

Catalog Number

Notes

Type

Hit the Tab key or mouse over the page to see all interactive elements.

Specifications

Luminaire

Width: 13-3/4" (34.9 cm) **Weight:** 12 lbs (5.4 kg)

Depth: 10" (25.4 cm)

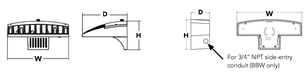
Height: 6-3/8" (16.2 cm)

Back Box (BBW, E20WC)

Width: 13-3/4" (34.9 cm) **BBW Weight:** 5 lbs (2.3 kg) **E20WC Weight:** 10 lbs (4.3 kg)

Depth: 4" (10.2 cm)

Height: 6-3/8" (16.2 cm)



Introduction

The D-Series Wall luminaire is a stylish, fully integrated LED solution for building-mount applications. It features a sleek, modern design and is carefully engineered to provide long-lasting, energy-efficient lighting with a variety of optical and control options for customized performance.

With an expected service life of over 20 years of nighttime use and up to 74% in energy savings over comparable 250W metal halide luminaires, the D-Series Wall is a reliable, low-maintenance lighting solution that produces sites that are exceptionally illuminated.

Ordering Information

EXAMPLE: DSXW1 LED 20C 1000 40K T3M MVOLT DDBTXD

DSXW1 LED

Series	LEDs	Drive Current	Color temperature	Distribution	Voltage	Mounting	Control Options
DSXW1 LED	10C 10 LEDs (one engine) 20C 20 LEDs (two engines) LAMP LED - 209 WATTS	350 350 mA 530 530 mA 700 700 mA 1000 1000 mA (1 A)[1] S1	30K 3000 K 40K 4000 K 50K 5000 K AMBPC Amber phosphor converted	T2S Type II Short T2M Type II Medium T3S Type III Short T3M Type III Medium T4M Type IV Medium TFTM Forward Throw Medium	MVOLT[2] 120[1] 208[1] 240[1] 277[1] 347[1,4] 480[1,4]	**Shipped included** (blank) Surface mounting bracket. BBW Surface-mounted back box (for conduit entry).[3]	**Shipped installed** PE Photoelectric cell, button type[5] DMG 0-10v dimming wires pulled outside fixture (for use with an external control, ordered separately) PIR 180° motion/ambient light sensor, <15' mtg ht.[6,7] PIR1FC3V Motion/ambient sensor, 8-15' mounting height, ambient sensor enabled at 1fc.[6,7] PIRH1FC3V Motion/ambient sensor, 15-30' mounting height, ambient sensor enabled at 1fc.[6,7] E20WC Emergency battery backup (includes external component enclosure), CA Title 20 compliant[8,9]

Other Options		Finish (required)					
Shipped installed SF Single fuse (120, 277 or 347V)[3,10] DF Double fuse (208, 240 or 480V)[3,10] HS House-side shield[10] SPD Separate surge protector[11,12] **Shipped separately**[12] BSW Bird-deterrent spikes VG Vandal guard DDL Diffused drop lens		DDBXD Dark bronze DBLXD Black DNAXD Natural aluminum DWHXD White		DSSXD Sandstone DDBTXD Textured dark bronze DBLBXD Textured black DNATXD Textured natural aluminum		DWHGXD Textured white DSSTXD Textured sandstone	

NOTES
1. 20C 1000 is not available with PIR, PIRH, PIR1FC3V or PIRH1FC3V.
2. MVOLT driver operates on any line voltage from 120-277V (50/60 Hz).
3. Single fuse (SF) requires 120, 277 or 347 voltage option. Double fuse (DF) requires 208, 240 or 480 voltage option.
4. Only available with 20C, 700mA or 1000mA. Not available with PIR or PIRH.
5. Back box ships installed on fixture. Cannot be field installed. Cannot be ordered as an accessory.
6. Photocontrol (PE) requires 120, 208, 240, 277 or 347 voltage option. Not available with motion/ambient light sensors (PIR or PIRH).
7. Reference Motion Sensor table on page 3.
8. Same as old ELCW. Cold weather (-20C) rated. Not compatible with conduit entry applications. Not available with BBW mounting option. Not available with fusing. Not available with 347 or 480 voltage options. Emergency components located in back box housing. Emergency mode IES files located on product page at www.lithonia.com
9. Not available with SPD.
10. Not available with E20WC.
11. Also available as a separate accessory; see Accessories information.
12. Not available with E20WC.

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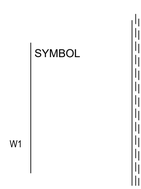
Plan View
Scale - 1" = 20ft



LUMINAIRE SCHEDULE

2.8 fc	4.6 fc	PARKING LOT	1.2 fc	3.8:1	2.3:1

LIGHTING NOTES:

1. TIME CONTROLS: ALL SITE LIGHTING IS CONTROLLED AND MONITORED BY AN ENERGY MANAGEMENT SYSTEM CALLED VENSTAR WHICH IS CONTROLLED AT AUTOZONE CORPORATE OFFICES. ALL SITE LIGHTING IS PROGRAMMED TO AUTOMATICALLY TURN ON AT DUSK AND TURN OFF 30 MINUTES AFTER THE CLOSE OF BUSINESS.

2. ALL FIXTURES ARE FULL CUTOFF DISTRIBUTION AND MOUNTED @ 0° DOWN POSITION.

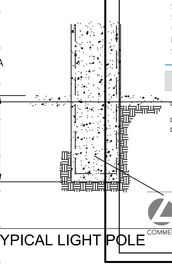
3. NO FLOODLIGHTS ARE PROPOSED.

4. THE LIGHTING PLAN COMPLIES WITH THE PROVISIONS OF THE ZONING ORDINANCE - CITY OF COLUMBIA, TN - ARTICLE 4 - BUILDING LOT & BUILDING SITE STANDARDS - SECTION 4.3.17 - PRIVATE LIGHTING STANDARDS.

NOTE: PHOTOMETRIC PLAN PROVIDED BY AUTOZONE.

NO SCALE

1 PH-1



TYPICAL LIGHT POLE

NORTH

REVISIONS

1	2	3
4	5	6

AutoZone Store No. 10682
CAYER LANE
COLUMBIA TN 38401
PHOTOMETRIC PLAN

Owner / Developer:
AUTOZONE DEVELOPMENT LLC
123 South Front Street, 3rd Floor
Memphis, Tennessee 38103
TEL: (901) 495-8701 FAX: (901) 495-8969
For Bidding & Contractor Information Contact:
Dodge Data & Analytics. Tel. 413-930-4215
Cindy.searcy@construction.com

PE Proj. # 225005 E1

12/09/25

57N2R

PH-1

2500 Cayer Ln. Lot 8A
Preliminary PUD Master Plan

Project #:	25-0454	**Location:**	Tax 2500 Cayer Ln Lot 8A
Applicant:	AutoZone Development, LLC	**Case Type(s):**	Site Dev.-Prelim. PUD
Staff Planner:	Robert Archibald, Principal Planner	**Proposed Use:**	Commercial

PROJECT SUMMARY

The applicant requests approval of a Site Development Plan and revised Preliminary PUD Master Plan to permit a 6,894-square-foot retail building and related site improvements on Lot 8A of Beechcroft Plaza. The 0.83-acre property is zoned PUD and subject to a previously approved Preliminary Master Plan; however, due to the lot configuration, the proposed development does not conform and requires approval of a revised plan.

The following bullet points list requested deviations that do not comply with the PUD-MU standards of the Zoning Ordinance. Please see applicant response to deviations list in attachments.

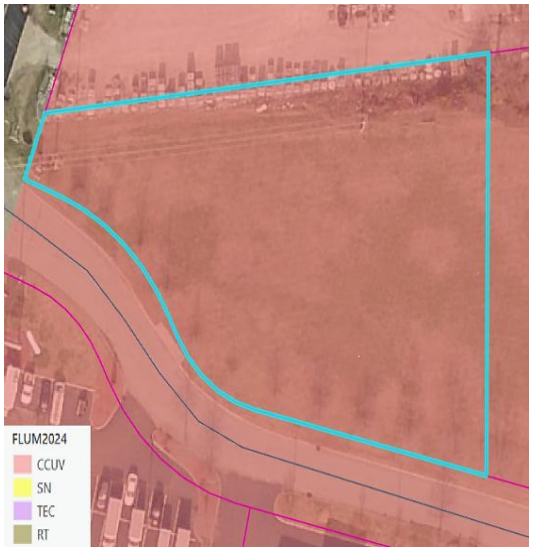
- A PUD-MU district establishes a maximum lot or building site width of 180 feet and a minimum width of 15 feet at the right-of-way. The subject property is an existing lot of record that received Final Plat approval with approximately 15.21 feet of frontage along Nashville Highway and 342.46 feet along Cayer Lane. As platted, the lot does not align with the current minimum and maximum width standards of the district.
- The PUD-MU district requires a minimum of 60 percent frontage buildout for building facades within a building site. The applicant has requested a deviation from this requirement, indicating a proposed frontage buildout of approximately 31 percent along Cayer Lane and 0 percent along Nashville Highway.
- The PUD-MU district limits the maximum front setback at a secondary frontage (Nashville Highway) to 20 feet. Due to the irregular configuration of the existing lot of record, the applicant has requested a deviation to allow a setback of approximately 155 feet along Nashville Highway, while meeting the 20-foot maximum setback along the primary frontage at Cayer Lane.
- District standards allow a maximum driveway width of 24 feet. The applicant is requesting a deviation to accommodate delivery-truck maneuverability. The deviation is limited to the northwest corner of the building, where a maximum driveway width of 28 feet is proposed. All other internal drives on the site meet the required 24-foot width.
- The PUD-MU district does not permit freestanding signs. The applicant has submitted a deviation request to allow installation of a monument sign with a maximum height of 10 feet and a maximum sign area of 50 square feet.

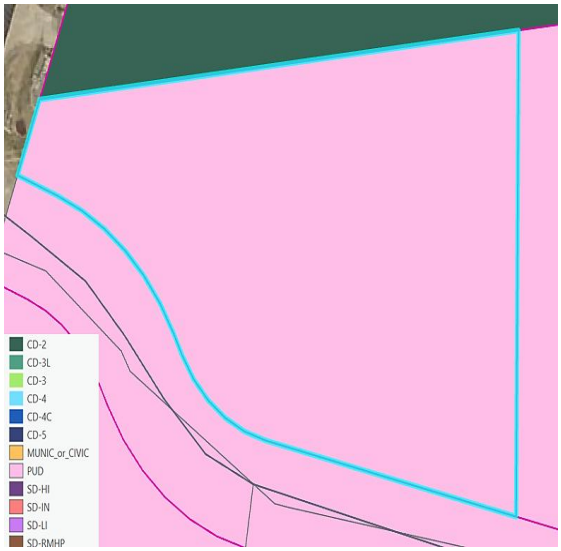
- A loading space is required per the PUD-MU standards following the standards outlined in Table 4.3.14.B of the Zoning Ordinance. The applicant requests a deviation to locate the loading space in the shared drive as noted on the site plan.
- Access Management standards limit the site to one full access point. The applicant requests a deviation to allow one direct access point to Cayer Lane (west side of the site) and one access to the proposed shared drive for delivery purposes. Engineering has indicated support for the access closest to Nashville Highway being limited to exit-only movements.
- A tree preservation plan is required for a Development Plan per the Zoning Ordinance. The applicant requests a deviation from this standard due to site constraints, including a retaining wall at the northeast corner of the site and a shared access point serving the adjacent lot. Zoning standards would otherwise require a minimum retention of 26% of the existing tree canopy where existing canopy coverage is less than 20% of the total site area. The applicant has provided justification for this request in the Plan Deviations submittal.
- Any approval should be conditioned on the timely submittal of "As-approved" plans, which reflect the substance of the plans approved by the Planning Commission, as determined by the Zoning Administrator and the City Engineer.
- The Planning Commission is the **recommending body** to City Council for a Preliminary PUD Master Plan per section 8.5.21.K of the Zoning Ordinance that lists the criteria for Planning Commission action. The Planning Commission will be the decision-making authority for the Final PUD Master.
- Templates are provided at the end of the report to assist the Planning Commission in crafting properly formatted motions.

SITE INFORMATION

CURRENT ZONING	EXISTING USE	EXISTING IMP.	LAND AREA
PUD-MU	Mixed-Use	Commercial Construction	+/- 0.83

FUTURE LAND USE MAP	ZONING MAP





SITE CONTEXT/ADJACENT PROPERTIES			
	Future Land Use	Zoning	Current Use
Subject Property	CCUV	PUD-MU	Vacant
North	CCUV	CD-2	Commercial
South	CCUV	PUD-MU	Commercial
East	CCUV	PUD-MU	Vacant
West	CCUV	PUD-MU	Retail

CONSISTENCY WITH CONNECT COLUMBIA

City Center Urban Village: The zoning is consistent with the future land use map. The future land use of both parcels is CCUV. The City Center & Urban Village (CCUV) future land use area comprises Columbia's iconic core and ancillary focal points (Connect Columbia, p. 35). It includes the historic courthouse square and the places residents of Columbia associate with worship, commerce, the arts, community activities and government administration. The CCUV also supports the creation of urbanized nodes which provide identifiable commercial hubs for Columbia's emerging neighborhoods. Each development parcel should add to Columbia's existing sense of place and extend its established form and pattern to create a more interconnected community. The future land use classification is implemented by PUD and CV districts, as well as the CD-4 and CD-5-character districts. In some cases, the Planning Commission may determine that CD-3 and CD-4C are also appropriate implementing zones.

Character & Intent

The City Center & Urban Village (CCUV) future land use area comprises Columbia's iconic core and ancillary focal points. It includes the historic courthouse square and the places residents of Columbia associate with worship, commerce, the arts, community activities and government administration. The CCUV also supports the creation of urbanized nodes which provide identifiable commercial hubs for Columbia's emerging neighborhoods. Each development parcel should add to Columbia's existing sense of place and extend its established form and pattern to create a more interconnected community.

Primary Land Uses are horizontally and vertically mixed in a variety of structure types. The intensity and mix of uses is largely determined by context. New residential development provides a mixture of housing within walking distance of commercial and civic spaces. New non-residential development in established residential areas shall be comprised of low-intensity uses which serve residents' daily needs. Higher intensity uses should complement and extend the traditional pattern of development in Columbia's core, or establish identifiable centers for emerging nodes.

Future development should emphasize connectivity and continuity of the city as a whole. Additionally, new development shall create a pedestrian-friendly environment by filling gaps in sidewalks and enhancing multi-modal infrastructure. All new and infill development shall emphasize linkages to identifiable community anchors such as mixed-use commercial centers, schools, parks, or civic institutions.

Land Use Considerations

Primary uses include government, civic uses, parks, religious facilities, offices, retail, and all forms of medium-density housing. Secondary land uses include utility facilities, institutional uses, low-density housing, and neighborhood retail. New industrial and warehouse uses are inappropriate.

Form & Pattern

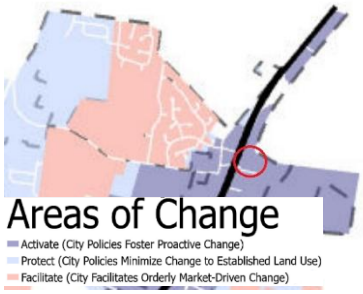
The CCUV includes established and infill neighborhoods at medium to high densities organized along a well-connected transportation network. Infill development supports and extends the formation of blocks and eliminates gaps in the built environment. The CCUV future land use is distinguished from Suburban Neighborhoods (SN) by the unambiguous prominence of public frontages. A high density of streets and thoroughfares with complete public frontages extends the public sphere outward from civic and commercial spaces. Implementing bulk and design standards clearly delineate the public and private realms though the application of layers and front-to-back discipline of lots. Bulk and design standards are occasionally modified to accommodate historic preservation, artistic innovation, redevelopment, and other place-based policies of the City. New development should accompany concurrent extension of complete urban services in places where they do not already exist. Parking is provided on an area-wide basis as a utility supplemented by private land users.

Implementing Districts
Neighborhood CD-3 (Only where compatible with established pattern)
General Urban CD-4
Urban Center CD-5
General Urban-Corridor CD-4C (only along Arterial roadways)
Urban Center – Corridor CD-5C (only along Arterial roadways)*
Mixed Use PUD PUD-MU
Civic CV

Implementing Standards
General Development Pattern: Mixed Uses & Isolated Uses
Density (density unites per ace): ≥ 12 du/ac
Building Height: 1-5 stories
Open Space Elements: Civic Spaces, Parks & Greenways

AREAS OF CHANGE POLICY

Connect Columbia established the Areas of Change Policy designation for the subject site as *Activate*. This classification calls for *Proactive Change* in areas where significant and beneficial change is occurring or is desired. These areas are the focus of proactive City policies to bring the community's values to fruition. Public investment and increased coordination with the private sector will achieve transformational changes envisioned by the community. (Connect Columbia p. 32).



CONFORMITY WITH ZONING ORDINANCE

Landscaping/Tree Preservation:

Staff notes that the site development plan meets internal landscaping standards for parking lot islands and frontage landscaping. However, a deviation from the tree preservation requirement has been requested by the applicant. Existing conditions indicate minimal tree canopy, primarily at the northeast corner of the lot. Under the Zoning Ordinance, sites with less than 20% existing tree canopy are required to retain at least 26% of the canopy. Staff acknowledges that the applicant's request is based on significant grade changes across the site and the need for a retaining wall in the northeast corner, which limits the ability to preserve existing trees in that area.

Loading Space:

The Zoning Ordinance limits site parking to a maximum of 50% of the required standard. For a retail use, one space is required per 500 square feet of gross floor area. The applicant proposes 16 parking spaces, which satisfies the minimum requirement and does not exceed the maximum allowed for the proposed 6,894-square-foot structure.

A loading space is also required under Section 4.3.14 of the Zoning Ordinance. The applicant has requested a deviation to utilize a 10' x 50' portion of the shared access on the east side of the site, citing an infrequent delivery schedule during non-peak hours.

Staff notes that the Location, Design & Access criteria for loading spaces include specific standards, three of which are of particular concern:

8. Loading facilities may not obstruct areas required for emergency access, including fire lanes.
10. Required dimensions of loading spaces shall not include any access or entrance to, or exits from, such spaces.
14. Off-street loading areas shall be screened in accordance with Section 4.3.11.

While staff recognizes the site's limited space for a full loading area, the Planning Commission should consider these ordinance requirements in conjunction with the applicant's requested deviation.

Staff prepared the tables below to illustrate how the proposed development complies with the bulk and design standards of the Zoning Ordinance. **Table 1** summarizes the applicable bulk standards for a PUD-MU character district. **Table 2** outlines the applicable design standards pursuant to Section 4.3.1-M of the Zoning Ordinance within the PUD-MU District.

Table 1 (PUD-MU) Mixed Use Planned Unit Development Bulk Standards		
Bulk Standards:	**Required**	**Proposed**
Minimum Lot/ Building Site Width Minimum and Maximum:	18 ft. min/ 180 ft. max	Nashville Hwy Frontage – 15.21 feet Cayer Lane Frontage – 342.46 feet
Lot/Building Enfrontment:	Facades must have main entrance in principle of building frontage	The façade of the building enfronts a vehicular Thoroughfare (Cayer Ln)
Building Height:	2 stories minimum **Subject to adjacent uses in PUD MU per Planning Commission*	1 story
Frontage Buildout:	60% minimum	31% buildout – Cayer Ln 0% buildout - Nashville Hwy.
Setbacks:	**Principal Buildings** **Front:** – 0-20 ft. **Secondary Frontage:** 0-20 ft. **Side:** – 0' attached, 10 ft-24ft. **Rear:** NR.	**Front:** – 20 ft. **Secondary Frontage:** - 155 ft. **Side:** - 24 ft + **Rear:** NR

Table-2 (PUD-MU) Mixed Use Planned Unit Development Architectural Standards		
Design Standards:	**Required**	**Proposed**
Main Entrance:	Main Entrance must be in Façade of Principal Frontages.	Main entrance enfronts a defined street section (Cayer Lane)
Vertical Composition:	Identifiable Base, Middle, & Cap	The facade includes a defined base, middle, and cap.
Façade Position & Façade Articulation:	Main entrance at façade & position parallel to frontage line. A façade greater than 100' shall be differentiated so that it appears to be comprised of two or more adjacent buildings.	The principal frontage is parallel to the frontage. The façade frontage along Cayer Lane incorporates two defined entrances, varying cornice heights, changes in materials, and stacked accent utility brick to visually differentiate the building massing, consistent with the appearance of two or more adjacent buildings.
Façade Openings:	20 ft. or less spacing for windows/doors	Proposed windows and/or doors are not spaced 20' apart.
Façade Glazing:	20-60 % non-shopfront, 50% for shopfront	21% non-shopfront façade (left side wall), 57% shopfront (front wall), 54% shopfront (right wall)
Window Shape:	Square or vertical proportions	All windows are square or vertical proportioned
Window Alignment:	Upper floor windows and other features must be aligned with those of first floor	All windows are ground level with exception to window dormer elements within visible roofline.
Window Types:	Single-hung, double-hung, casement.	All windows adhere to the window type standards as described.
Window Glazing Material:	Clear	All windows proposed to be clear glass.
Window Trim in 1st Layer:	Min 4 in. trim with sill and top plate/ soldier course above lintel and rowlock course below sill	Elevations contain window trim and rowlock and soldier course around window areas where brick is used as a façade material.
Shutters:	Functional to cover half of window width/ shutter dogs	Shutters are not proposed on windows.
Façade Windowsill Height:	5 ft. min above grade (residential only)	N/A (*Commercial uses do not have this requirement*)
Façade Variety:	No façade may exist more than once on a block face or within view of same façade	The block face consists of two facades that differ slightly with window and door placement and materials.
Roof Type & Pitch:	Hip/ Gable/ Flat	Flat

Primary Building Materials:	Brick, Fiber Cement Board, Wood, Authentic stucco over masonry	All elevations indicate a primary façade material of brick, fiber-cement board, and stone.
Foundation Cladding:	Brick or Natural Stone	Brick
Building Colors:	Up to 3 colors, including the natural color of any allowed materials, but excluding trim color.	Does not exceed 3 colors.

REVIEW PROCESS

Section **8.3.3.B.7** of the Zoning Ordinance authorizes the Planning Commission to make "Recommendations to the City Council on a preliminary Master PUD Development Plan." Sections 8.5.21.B.3 and 8.5.21.K of the Zoning Ordinance establish the criteria for Planning Commission review and action on the proposed Preliminary PUD Master Plan.

8.5.21.B Master PUD Development Plan Approval

3. Without limitation to Section 8.5.21.B.2 above, approval of Rezoning of property to a PUD District, Zoning Text Amendment application related to a PUD, or a Master PUD Development Plan are subject to the Planning Commission's and the City Council's first making formal, written findings regarding each of the items listed in Section 8.5.21.B.2 and that the proposed Development, such applications, and approvals:

> Approval of a Master PUD Development Plan [is] subject to the Planning Commission's and the City Council 's first making formal, written findings regarding each of the items listed in Section 8.5.21 B.2 and that the proposed Development, such applications, and approvals:
>
> a. conforms to all applicable standards and requirements of this Ordinance,
>
> b. would be compatible with other Development permitted under all applicable provisions of this Ordinance.
>
> c. will not significantly interfere with the use and enjoyment of other land in the vicinity.
>
> d. adequately conserve woodland and the protect water courses from erosion and siltation.
>
> e. maximizes safety, convenience, and amenities for the residents and visitors of the Development; and
>
> f. adequately address all such other matters as they may find to have a material bearing upon the stated standards and objectives of this Ordinance.

4. Unless specifically exempted, the standards and requirements contained in this Section 8.5.21 shall be in addition to all other applicable standards and requirements established in this Ordinance.

8.5.21.K.1 Planning Commission Action on Preliminary Master PUD Development Plan
Before making any recommendation on a Preliminary Master PUD Development Plan or an amendment to an existing approved Preliminary Master PUD Development Plan, the Planning Commission shall consider the Certificate of Compliance and all recommendations from the Zoning Administrator, the City Engineer, and other City departments, and shall conduct a public hearing.

Section **8.3.2.B.4** directs the City Council to reach a final decision on the preliminary Master PUD Development Plan of a Planned Unit Development. If the City Council approves the Preliminary PUD Master Plan, the applicant will have two years to submit a Final PUD Master Plan. The Planning Commission shall determine whether the Final PUD Master Plan complies with the Preliminary Master Plan (§ 8.5.21.Q)

SUMMARY OF DEVELOPMENT REVIEW COMMITTEE COMMENTS

The DRC reviewed this proposal at its January 2026 meeting. A full list of comments, and the applicant's responses, is provided in the agenda packet. Some key comments are noted below.

- **Architectural Design**: Planning staff requested revisions related to architectural design. The applicant has revised the plans to incorporate the requested changes.
- **Access Management**: Engineering reviewed access management and noted that the site is limited to one access point. The applicant has submitted a deviation request addressing this standard, which is included in the Plan Deviations submittal within the Commission's packet.
- **Fire**: Fire staff advised the applicant that the building will be required to be fully sprinkled or, alternatively, the applicant must complete the water system improvements identified by CPWS in the water letter.
- **Water Service**: CPWS issued a water availability letter on December 3, 2025, which remains valid through June 3, 2026.

SAMPE MOTIONS

Approve:

Move to find, based on the information presented by the applicant and the analysis provided by city staff, that the criteria listed in sections **8.5.21.B**, **8.5.21.K**, **8.5.18** and **8.5.19** of the City of Columbia Zoning Ordinance have been satisfied, and recommend approval of the Rezoning to PUD-MU with Preliminary Planned Unit Development Master Plan as presented *[, subject to technical comments and other conditions presented by planning staff*].

Approve Subject to Conditions:

Move to find, based on the information presented by the applicant and the analysis provided by city staff, that the criteria listed in sections **8.5.21.B**, **8.5.21.K**, **8.5.18** and **8.5.19** of the City of

Columbia Zoning Ordinance have been satisfied, and recommend approval of the Rezoning to PUD-MU with Preliminary Planned Unit Development Master Plan, subject to the following conditions: [*list conditions of approval crafted by Planning Commission*].

Deny:

Move to recommend denial of the Rezoning to PUD-MU having found, based on the information presented by the applicant and the analysis provided by city staff, that the criteria listed in sections **8.5.21.B**, **8.5.21.K**, **8.5.18** and **8.5.19** of the City of Columbia Zoning Ordinance, are not satisfied [*list specific reasons for denial*].

Defer:

Move to find that there is insufficient information to make a decision, defer the matter to the next regularly scheduled meeting of the Planning Commission, and request that the [*applicant/staff*] provide: [*list additional information*] for review at a future meeting.

CITY OF COLUMBIA TENNESSEE
CITY COUNCIL
STAFF REPORT

STAFF REPORT CONTACT INFORMATION
Liz Bermudez, Executive Secretary, lbermudez@columbiatn.gov 931.560.1510

AGENDA ITEM TITLE: 1ST CONSIDERATION OF ORDINANCE NO. 4584 - AN ORDINANCE TO TERMINATE AN ELECTRIC POWER EASEMENT LOCATED ON TAX MAP 051 PARCEL 058.07 AT HONEY FARM WAY AND U.S. 31/NASHVILLE HIGHWAY AND TO AUTHORIZE THE MAYOR TO EXECUTE ANY RELATED DOCUMENTS

RECOMMENDATION: Approve Ordinance No. 4584 on first consideration.

INFORMATION: CPWS has forwarded the request for the City to terminate an electric power easement located on Tax Map 051 Parcel 058.07 at Honey Farm Way and U.S. 31.

ATTACHMENTS: Staff Report Ordinance No. 4584, Ordinance No. 4584, Exhibit A.

AN ORDINANCE TO TERMINATE AN ELECTRIC POWER EASEMENT LOCATED ON TAX MAP 051 PARCEL 058.07 AT HONEY FARM WAY AND U.S. 31/NASHVILLE HIGHWAY AND TO AUTHORIZE THE MAYOR TO EXECUTE ANY RELATED DOCUMENTS

WHEREAS, the City of Columbia is the owner of a 40' Electric Power Easement as shown on plats of record in Plat Book 23, Page 218, and Plat Book 24, Page 45, Register's Office of Maury County, Tennessee; and

WHEREAS, the easement burdens property owned by EMG Honey Farm, LLC (hereinafter referred to as "Owner") as shown on Tax Map 051, Parcel 058.07; and

WHEREAS, the 40' Electric Power Easement has been replaced by the "Electric Utility Easement Established this Survey" as shown on plat of record in Plat Book 24, Page 45, Register's Office of Maury County, Tennessee, and Owner has requested that the City of Columbia abandon and terminate the 40" Electric Power Easement.

NOW THEREFORE, BE IT ORDAINED BY THE CITY OF COLUMBIA, as follows:

Section 1: That the City of Columbia, Tennessee, does hereby abandon and terminate the 40' Electric Power Easement as shown on plats of record in Plat Book 23, Page 218, and Plat Book 24, Page 45, ROMCT.

Section 2: That the Mayor of the City of Columbia, Tennessee, is hereby authorized to execute and deliver the Termination of Easement attached hereto as exhibit A and any other documents necessary to terminate the 40' Electric Power Easement.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF THE CITY OF COLUMBIA, TENNESSEE, This the_____ day of _____, 2026.

_____
CHARLES (CHAZ) M. MOLDER, MAYOR

ATTEST:

_____
THAD H. JABLONSKI, CITY RECORDER

LEGAL FORM APPROVED:

_____

JAKE HUBBELL, CITY ATTORNEY

APPROVED FOR FIRST CONSIDERATION:

_____

ANTHONY R. MASSEY – CITY MANAGER

Passed on 1st consideration _____

Passed on 2nd consideration:_____

THIS INSTRUMENT PREPARED BY AND
AFTER RECORDING, RETURN TO:
Chambliss, Bahner & Stophel, P.C.
605 Chestnut Street, Suite 1700
Chattanooga, Tennessee 37450
Attn: Kirby W. Yost

ADDRESS OF NEW OWNER(S):	SEND TAX BILLS TO:	MAP PARCEL NO.
EMG Honey Farm, LLC 6148 Lee Highway Suite 300 Chattanooga, TN 37421	EMG Honey Farm, LLC 6148 Lee Highway Suite 300 Chattanooga, TN 37421	051 058.07

Cross Reference: Plat Book 23, Page 218; Plat Book 24, Page 45

TERMINATION OF EASEMENT

THIS TERMINATION OF EASEMENT (the "**Termination**") is executed on this _____ day of _____, 2026, by the City of Columbia, a Tennessee municipal corporation (the "City") and the Board of Public Utilities for the City of Columbia, Tennessee d/b/a Columbia Power & Water Systems ("**CPWS**").

RECITALS:

A. CPWS is the beneficiary of a 40' Electric Power Easement as shown on plats recorded in Plat Book 23, Page 218 and Plat Book 24, Page 45, in the Register's Office of Maury County, Tennessee (the "**Original Easement**").

B. The Original Easement burdens the real property now owned by EMG Honey Farm, LLC, having tax parcel no. 051 058.07 (the "**Burdened Property**"), as more particularly described on Exhibit A attached to and made a part of this Termination.

C. No utility lines or facilities are located within the area provided for in the Original Easement, and the Original Easement has been replaced by the easement labeled "Electric Utility Easement Established This Survey" as reflected on the plat recorded at Plat Book 24, Page 45, and therefore the City and CPWS agree to terminate the Original Easement.

In consideration of $10.00 and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, CPWS agrees as follows:

1. Termination of Easement. City and CPWS hereby terminate and abandon the Original Easement, and the Original Easement shall be of no further force and effect from the date of this Termination.

2. Applicable Law. This Termination shall be governed by Tennessee law.

[Signature page attached.]

IN WITNESS WHEREOF, the undersigned has executed this Termination of Easement as of the date set forth on the first page hereof.

CITY OF COLUMBIA, a Tennessee municipal corporation

By: _____

Name: _____

Title: _____

STATE OF TENNESSEE
COUNTY OF MAURY

Before me, a Notary Public of the state and county mentioned, personally appeared _____, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who, upon oath, acknowledged such person to be _____ of the CITY OF COLUMBIA, the within named bargainor, a Tennessee municipal corporation, and that such person as such _____, being authorized so to do, executed the foregoing instrument for the purposes therein contained, by personally signing the name of the corporation by such person as such _____.

WITNESS my hand and seal, at office in Maury County, Tennessee this _____ day of _____, 2026.

_____
NOTARY PUBLIC

My Commission Expires: _____

BOARD OF PUBLIC UTILITIES FOR THE CITY OF COLUMBIA, TENNESSEE D/B/A/ COLUMBIA POWER & WATER SYSTEMS

By: _____
Name: Walker Vining
Title: Chairman

STATE OF TENNESSEE
COUNTY OF MAURY

Before me, a Notary Public of the state and county mentioned, personally appeared Walker Vining, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who, upon oath, acknowledged such person to be Chairman of the BOARD OF PUBLIC UTILITIES FOR THE CITY OF COLUMBIA, TENNESSEE D/B/A COLUMBIA POWER & WATER SYSTEMS, the within named bargainor, and that such person as such Chairman, being authorized so to do, executed the foregoing instrument for the purposes therein contained, by personally signing the name of Columbia Power & Water Systems by such person as such Chairman.

WITNESS my hand and seal, at office in Maury County, Tennessee this 25th day of February, 2026.

MARY SINGLETON
STATE OF TENNESSEE NOTARY PUBLIC
MAURY COUNTY

Mary Singleton
NOTARY PUBLIC

My Commission Expires: 03/23/2027

STATE OF TENNESSEE
COUNTY OF Maury

I hereby swear or affirm that the actual consideration for this transfer or the value of property transferred, whichever is greater, is $-0-, which amount is the actual consideration paid for the property transferred herein.

MARY SINGLETON
STATE OF TENNESSEE NOTARY PUBLIC
MAURY COUNTY

AFFIANT:

Name: JONATHAN HARDIN

Sworn and subscribed to before me this 25th day of February, 2026.

Mary Singleton
Notary Public

My Commission Expires: 03/23/2027

Exhibit A
Legal Description of Burdened Property

IN THE CITY OF COLUMBIA, MAURY COUNTY, TENNESSEE:
Lot 1B as shown on Amendment to Lot 1, Honey Farm Crossing, recorded in Plat Book 24, Page 45, in the Register's Office of Maury County, Tennessee.

REFERENCE is made for prior title to Special Warranty Deed recorded in Book R2905, Page 1420, in the Register's Office of Maury County, Tennessee.