



**TOWN OF SMYRNA
STORM WATER ADVISORY COMMITTEE
AGENDA
January 12, 2026
Council Chambers, Town Hall
5:00 PM**



1. Call to Order

2. Citizen Comments

The Town's Public Comment Period shall be reserved for those citizens that have signed up to address a Board or Committee at least 24 hours in advance of the meeting, pursuant to the Town's Public Comment Policy. Speakers are limited to 3 minutes. Additional comments may be submitted in writing.

3. Approval or Correction of Minutes

- a. October 10th, 2025 regular meeting

4. Old Business

5. New Business

- a. Consent / Correction Agenda
 - 1. Vacant / Inactive Account List (9/01/25-12/31/25)
- b. Adjustment Applications
- c. Credit Applications
- d. Approval of the 2026 Boat Day Agency to the Tennessee Wildlife Resources Association and United States Army Corps of Engineers for use of the Jefferson Springs Recreation Area.

6. Reports of Officers, Committees, or Staff

- a. Discuss Storm Water Utility inquiries to date
- b. Presentation of Progress Report
- c. Miscellaneous

7. Adjournment

**MINUTES OF THE TOWN OF SMYRNA
STORM WATER ADVISORY COMMITTEE**

October 20, 2025

1st Item: Call to Order

The October meeting of the Town of Smyrna Storm Water Advisory Committee was held on Monday, October 20, 2025. Benjamin Groce, Staff Attorney called the meeting to order at 5:00 P.M. with a Pro tem electing Andrew Eckenrode to Chair at Town Hall, Smyrna, Tennessee. A motion by William Shackelford and a second by Tyler Short.

Pro tem – For the time being “used to describe someone filling a position temporarily”.

The following Storm Water Advisory Committee members and staff were present:

Members:

William Shackelford
Adam Miller
Tyler Short
Andrew Eckenrode

Staff:

Benjamin Groce, Staff Attorney
Tom Rose
Bradly Jordan
Charles King
Dorothy Fuhrer

Absent:

Douglas Brown – Chairman
Bradley Heilwagen – Vice Chairman
Charles (Trey) Whitfield

Absent:

Tammie Mitchell
Patrick Owen

2nd Item: Andrew Eckenrode asked if there were any citizen comments to be heard by the Committee. There being none, the Committee proceeded to item #3 of the agenda.

3rd Item: Approval of Minutes of the July 21, 2025 Meeting

The Committee considered a motion by Tylor Short to approve the minutes of the July 21, 2025 meeting as presented. The motion was seconded by William Shackelford. The motion was approved unanimously. * Prior minutes was for 4/21/25. A copy of the minutes as approved are attached hereto and marked Exhibit “1”.

4th Item: Old Business

There was no old business to discuss at this meeting.

5th Item: New Business

A. Consent/Correction Agenda

1. Vacant / Inactive Account List

The Stormwater Fee Vacant Account List (through 9/30/2025) was presented by staff. There are no accounts on the list for this period. A copy of the Stormwater

Fee Vacant Account List (through 9/30/2025) is attached hereto and marked as Exhibit "2".

B. Adjustment Applications

There were no adjustment applications to consider at this meeting.

C. Credit Applications

There were no credit applications to consider at this meeting.

6th Item: Reports of Officers, Committees, or Staff

- A. Mr. Jordan reported to the Committee that since the last meeting on July 21, 2025, staff received no calls/inquiries about the Storm Water User Fee.
- B. Mr. Jordan then presented to the Committee the Storm Water Management Program Quarterly Progress Report. This report was for the period of July 1, 2025 through September 30, 2025. A copy of the Storm Water Management Program Quarterly Progress Report is attached hereto and marked as Exhibit "3".
- C. Mr. Jordan & Mr. Rose discussed miscellaneous items.

7th Item: Adjournment

There being no further business, to come before the committee a motion was made by Tyler Short to adjourn the meeting and seconded by William Shackelford. Without objection, the meeting was adjourned at 5:14 PM.

Submitted by:

Certified by:

Bradly Jordan, Secretary Date

Douglas Brown, Chairman or Date
Bradley Heilwagen, Vice Chairman
Andrew Eckenrode, Pro tem



TENNESSEE WILDLIFE RESOURCES AGENCY
MARINE EVENT APPLICATION



EVENT

Event Type Boat Day - Waterfest (Public Education and Outreach) Annual First Time Repeat

Body of Water Percy Priest Lake at Jefferson Pike Crossing River Mile _____

County Rutherford City Smyrna

Participants 300-500 Starting Time 9:00 AM Ending Time 1:00 PM

Actual Date 6/6/2026 Rain Out Date N/A (Please include a map of the area where the event will take place.)

Organization Name Town of Smyrna

Event Site Coordinator Bradly Jordan, Stormwater Coordinator

Address 315 South Lowry

City Smyrna State TN ZIP 37167

Phone (Home) _____ (Cell) 615-355-5701 (Fax) _____

Signature *Bradly Jordan* E-mail bradly.jordan@townofsmymrna.org

REQUESTS

Practice Times/Dates Setup on 6/5/26 Event held on 6/6/26 Post Event Take down on 6/6/26 from 1 PM to 3 PM

Buoys Yes No Type Will provide own buoys # _____

Special Conditions _____

APPLICATION CONDITIONS

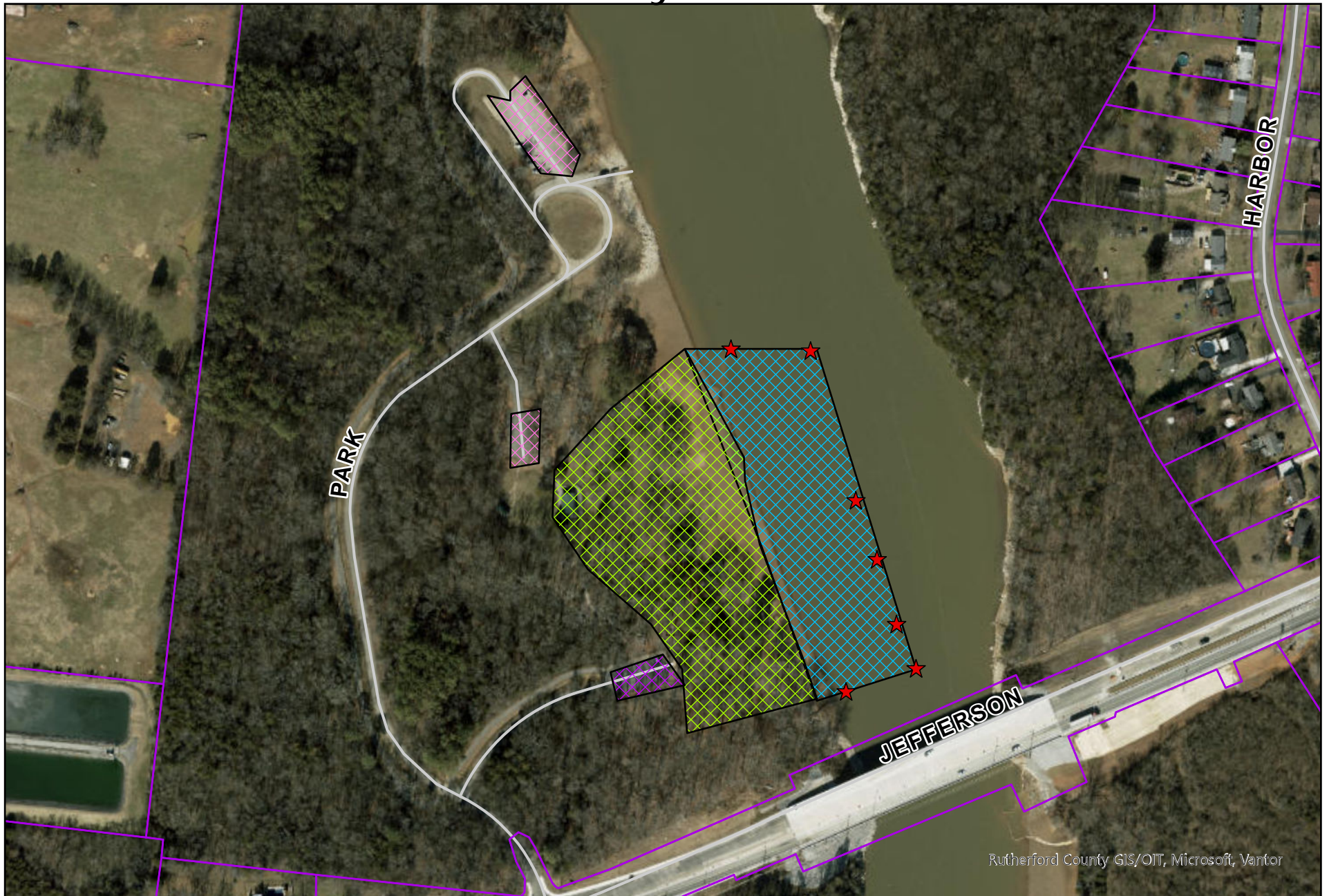
1. The permit must be received by TWRA at least 30 days prior to the event. Events which require waiver of a rule must be received 60 days prior to the event.
2. This permit is not transferrable regarding the date, location or organization making application. Any changes must be approved by the TWRA.
3. Marine events on the navigable waterways are also subject to approval by the U. S. Coast Guard. Application must be made at least 30 days prior to the event. Contact the U. S. Coast Guard, Attn: Marine Event Permit Coordinator, 220 Great Circle Road, Suite 148, Nashville, TN 37228. Phone (615) 736-5421; Fax (615) 736-7315.
4. Marine events may also need approval from the Tennessee Valley Authority, Corps of Engineers, or other agencies responsible for the management of the waterway.
5. Approval of this permit is limited to the event on the water and does not grant or infer approval of the use of any lands or properties surrounding the waterway.
6. The sponsoring organization or individual is wholly responsible for personal injury to participants, spectators, and for property damage.
7. Sponsors of power boat races must also agree to the following:
 - A. At least one rescue boat must be provided by the sponsor.
 - B. Temporary warning buoys and buoys outlining the race course will be provided by the sponsor. These are essential to maintain the safety of the participants, spectators and other boaters. Buoys to be placed by the applicant and removed at the end of the event.
8. Approval for marine events is required by TCA 69-9-211 and failure to obtain such permit is a criminal offense. Events may be terminated by the TWRA at any time when conditions or circumstances connected to event pose a threat to the safety or welfare of participants, spectators or boating public.

Subject to the following conditions or reasons, this event has been Approved Disapproved

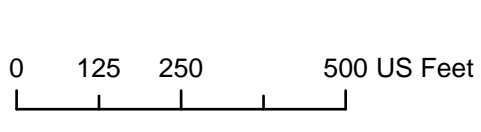
District Captain _____






Date _____

Boat Day Site Plan



Rutherford County GIS/OIT, Microsoft, Vantor



-  Buoy
-  Event Water Area
-  Event Land Area
-  Parking
-  Overflow Parking

CERTIFICATE OF INSURANCE

PRODUCER:	<i>Date: 7/1/2025</i>
CCMSI 565 Marriott Drive, Suite 800 Nashville, TN. 37214	<i>This certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not amend, extend or alter the coverage afforded by the agreements below.</i>
INSURED:	COVERAGE PROVIDED BY:
Town of Smyrna 315 South Lowry Street Smyrna, TN. 37167	Coverage Provider A: Princeton Excess Coverage Provider B: Liberty Mutual Coverage Provider C:
<p>This is to certify that coverages listed below have been issued to the member named above for the coverage period indicated. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the coverage afforded the the agreements described herein is subject to all the terms, exclusions, and conditions of such agreements.</p>	

PROVIDER	TYPE OF COVERAGE	POLICY NUMBER	EFFECTIVE DATE	EXPIRATION DATE	LIMITS
A	General Liability Excess Policy	64-A3-EX-0000031-18	7/1/2025	7/1/2026	\$5,000,000 per occurrence \$5,000,000 aggregate
B	Property Excess Policy	YW2-Z51-293646-015	7/1/2025	7/1/2026	\$305,709,855 TIV

DESCRIPTION OF OPERATIONS/SPECIAL ITEMS:

Proof of Coverage

CERTIFICATE HOLDER

Town of Smyrna
315 South Lowry Street
Smyrna, TN. 37167

CANCELLATION:

Should any of the above, described agreements be cancelled before the expiration date thereof, the issuing provider will endeavor to mail 30 days written notice to the certificate holder/additional insured to the left, but failure to mail such notice shall impose no obligation or liability of any kind upon the provider, its agents or representatives.

AUTHORIZED REPRESENTATIVE:

Janet Cook



**US Army Corps
of Engineers**®
Nashville District

**J. PERCY PRIEST LAKE
NATURAL RESOURCE MANAGEMENT OFFICE**

SPECIAL EVENT PERMIT APPLICATION

As stated in Title 36 Code of Federal Regulations, Chapter III, Part 327.21, all special events are prohibited unless written permission is granted. This application is the means by which event sponsors and coordinators may seek approval for their respective event(s). Please complete this application as far ahead of the anticipated event as possible. While the approval process is normally very quick, some events require extensive coordination for final approval. All permit applications are reviewed on a first-come, first-served basis.

ALL QUESTIONS MUST BE ANSWERED. Attach additional sheets as needed.

EVENT IS FOR: Profit Not-for-Profit

ORGANIZATION RESPONSIBLE: _____

COORDINATORS NAME: _____

STREET: _____ CITY: _____ STATE: _____ ZIP: _____

OFFICE PHONE: _____ CELL PHONE: _____

DESCRIBE THE PROPOSED ACTIVITY. INCLUDE INFORMATION SUCH AS WHO WILL PARTICIPATE, WHO WILL CONDUCT, WHAT IS THE PURPOSE, ETC.:

DATE(S) OF EVENT: _____

TIME OF EVENT: _____

EXACT LOCATION OF EVENT: _____

NUMBER OF PARTICIPANTS EXPECTED: _____

NUMBER OF SPECTATORS OR VISITORS EXPECTED: _____

CONTINUED ON BACK

DO YOU PLAN ON COLLECTING FEES OF ANY TYPE? Yes No

IF YES, WHAT ARE THE AMOUNTS AND FOR WHAT PURPOSE? _____

HOW WILL ACCESS TO AND FROM THE EVENT AREA BE CONTROLLED, AND NONPARTICIPATING TRAFFICE BE DIRECTED THROUGH OR AROUND THE EVENT AREA (include buoy needs, course markers, signs, barricades, etc)?

ARE EXISTING SANITARY FACILITIES ADEQUATE TO HANDLE EXPECTED PARTICIPANTS AND VISITORS? Yes No

IF "NO", WHAT MEASURES WILL YOU TAKE TO PROVIDE NECESSARY FACILITIES? _____

DO YOU FEEL FIRST-AID STATIONS, AMBULANCES, OR OTHER SAFETY MEASURES ARE REQUIRED? Yes No

IF "YES", WHAT MEASURES WILL YOU TAKE TO PROVIDE NEEDED SERVICES AND EQUIPMENT? _____

SPECIAL CONDITIONS TO CONSIDER WHEN PLANNING YOUR EVENT

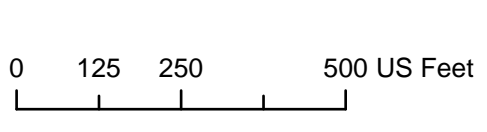
- Measures must be taken to effectively control trash, litter, and garbage at all times.
- A plan for any buoy or temporary course markers in the lake, or any traffic-control measures, must be submitted for approval at least one FULL WEEK prior to commencement of the event. Course markers and traffic-control devices may be placed no more than two hours before the beginning of the event.
- No permanent markings, such as painting of directional arrows on the pavement, painting of trees, etc., are authorized.
- All signs, buoys, and other equipment used in the event must be removed from public lands IMMEDIATELY after the conclusion of the event.
- Permittee is responsible for providing sanitary restroom facilities for both participants and spectators in accordance with local health codes.
- Permittee must arrange for a centrally located first-aid station and ambulance service, if deemed necessary by this office.
- Security of equipment or other facilities is the sole responsibility of the permittee.






There are many other points to consider when planning a special event on federal lands. Please contact the Park Ranger responsible for Special Events by calling the J. Percy Priest Natural Resource Management Office at (615) 889-1975. This Ranger can help you with any concerns or questions you may have related to this application or your event requirements in general.

Boat Day Site Plan



Rutherford County GIS/OIT, Microsoft, Vantor



-  Buoy
-  Event Water Area
-  Event Land Area
-  Parking
-  Overflow Parking

CERTIFICATE OF INSURANCE

PRODUCER:	<i>Date: 7/1/2025</i>
CCMSI 565 Marriott Drive, Suite 800 Nashville, TN. 37214	<i>This certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not amend, extend or alter the coverage afforded by the agreements below.</i>
INSURED:	
Town of Smyrna 315 South Lowry Street Smyrna, TN. 37167	COVERAGE PROVIDED BY: Coverage Provider A: Princeton Excess Coverage Provider B: Liberty Mutual Coverage Provider C:
This is to certify that coverages listed below have been issued to the member named above for the coverage period indicated. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the coverage afforded the the agreements described herein is subject to all the terms, exclusions, and conditions of such agreements.	

PROVIDER	TYPE OF COVERAGE	POLICY NUMBER	EFFECTIVE DATE	EXPIRATION DATE	LIMITS
A	General Liability Excess Policy	64-A3-EX-0000031-18	7/1/2025	7/1/2026	\$5,000,000 per occurrence \$5,000,000 aggregate
B	Property Excess Policy	YW2-Z51-293646-015	7/1/2025	7/1/2026	\$305,709,855 TIV

DESCRIPTION OF OPERATIONS/SPECIAL ITEMS:

Proof of Coverage

CERTIFICATE HOLDER

Town of Smyrna
315 South Lowry Street
Smyrna, TN. 37167

CANCELLATION:

Should any of the above, described agreements be cancelled before the expiration date thereof, the issuing provider will endeavor to mail 30 days written notice to the certificate holder/additional insured to the left, but failure to mail such notice shall impose no obligation or liability of any kind upon the provider, its agents or representatives.

AUTHORIZED REPRESENTATIVE:

Janet Cook

Town of Smyrna
Storm Water Management Program
Progress Report to the
Storm Water Advisory Committee
January 12th, 2026 at 5:00 PM
Smyrna Town Hall / Council Chambers

- I. Discuss the following Storm Water Management (SWM) Program achievements made from: October 1 through December 31, 2025.
- A. 221 certificates of occupancy issued this quarter were assessed for the corresponding SWU fee then reported monthly to CUD and the Town’s Public Utilities Department. In addition, all SWU fee delinquent accounts were also tracked and reported to Utilities.
 - B. Mr. Rose reviewed all grading permits, in tandem with sediment control reviews by the Stormwater Coordinator, and required the submission of as-built drawings for each and every project having its own means of detention as well as all applicable water quantity concerns.
 - C. Received no citizen inquiry about the Storm Water Utility (SWU) user fee.
 - D. The Stormwater Coordinator wrote this quarterly Progress Report. Staff also completed writing the quarterly report. This satisfies an MS4 permit requirement.
 - E. Reviewed 56 newly submitted sets of grading plans for eventual construction projects, during three monthly staff plan review meetings then created project files once each was Planning Commission-approved. This satisfies a MS4 permit requirement.
 - F. Began contacting developers soon after their projects were Planning Commission-approved to encourage them to pass the grading permit procedures (mailed with their Planning Department notice) on to their project manager.
 - G. Corresponded with developers and contractors about several imminent projects concerning grading permit issues. This satisfies a MS4 permit requirement.
 - H. Reviewed, commented, and dated grading plans for 19 sets of newly Planning Commission-approved construction plans in preparation for grading permit issuance. This satisfies a MS4 permit requirement.
 - I. Completed sediment control measure inspections at construction sites. This satisfies a MS4 permit requirement.
 - J. Facilitated grading permit pre-construction meetings for 15 new construction projects once they met all requirements, which are being electronically tracked on the Progress Table. This satisfies a MS4 permit requirement.
 - K. Issued grading permits for 5 new construction projects. This brings the annual cumulative total to 44.
 - L. Investigated 1 Illicit Discharge Detection and Elimination (IDDE) issue.

No.	Project Name (Imperv. Surf. Area in sf) 1 ERU, equivalent residential unit = 3,543sf	ERU Equivalent $\frac{\text{project sf}}{3,543(\text{sf/ERU})}$	Development Type	Monthly SWU Revenue (\$) (ERU * \$3.47)	Annual SWU Revenue (\$)
1	Precision Internal Medicine 47,441 sf ISA	13.39	Commercial	46.46	557.52
2	7 Brew Coffee 19,026 sf ISA	5.37	Commercial	18.62	223.44
3	Chipotle Mexican Grill 47,086 sf ISA	13.29	Commercial	46.75	561.00
			Total	111.83	1,341.96

2025 Monthly Total – 1,700.19 2025 Annual Total – 20,402.28 (\$3.47/ERU, Equivalent Residential Unit)

- M. Patrick Owen, Environmental Tech/Sediment Control Inspector started his employment with the Town of Smyrna in January of 2024. His impressive background combines education in Geology, experience on construction sites, and a strong command of the computer programs used by the Town of Smyrna. Patrick easily got a handle on the job duties and has been performing exceptionally well since being hired.
 - i. Organized and tracked monthly inspection calendar for all construction sites.
 - ii. Conducted semi-weekly construction inspections and electronically recorded them, and worked with supervisors, developers, builders, and engineers during 430 construction site inspections.
 - iii. Completed quarterly review of 98 known outdoor grease receptacles in Town of Smyrna
 - 1. No grease receptacles were found to be in violation
 - iv. Continued to work with business and property owners, et al to educate and enforce detention pond corrections.
 - v. Number of construction lot inspections completed:
 - 1. 95 Initial Erosion Inspections; of which 11 failed
 - 2. 197 Sidewalk and Final Grade Inspections, of which 9 failed
 - vi. Continued to work with the Public Works Director on several ongoing construction projects.
 - vii. Number of Letters of Warning/ NOV / Stop Work Orders Issued:
 - 1. 1 Letters of Warning- Drainage Easement obstruction.
 - 2. 1 Notices of Violation- Planet Fitness Remodel
 - 3. 1 Stop Work Order- Planet Fitness Remodel
- N. The last SWAC meeting was held during July, with four (4) of the seven (7) members attending.
- O. Fortunately for Smyrna there are several ‘active’ citizen groups, including businesses and schools that had four (4) either Adopt-A-Roadway or Adopt-A-Highway events this quarter, using twelve (12) volunteers and collecting twenty-five (25) bags of litter. These efforts brought their annual total events to twenty-two (22) and one hundred and eighty-four (184) bags of trash.
- P. Five (5) Adopt-A-Stream events took place this quarter, gathering one hundred and twenty-five (125) people to collect ninety-six (96) bags of trash. This brings annual totals up to eleven (11) events using two hundred and two (202) volunteers to collect one hundred and eighty-seven (187) bags of litter.
- Q. The Public Works Staff handled four (4) citizen inquiries regarding storm water drainage issues.