



City of Bartlett

A. Keith McDonald, Mayor

BOARD OF MAYOR AND ALDERMEN MEETING MINUTES

TUESDAY, JULY 24, 2018 - BARTLETT CITY HALL - 7:00 PM

ATTENDANCE

Mayor A. Keith McDonald: Present, Alderman W.C. Pleasant: Present, Alderman Emily Elliott: Present, Alderman David Parsons: Present, Alderman Bobby Simmons: Present, Vice Mayor Jack Young: Present, Alderman Paula Sedgwick: Present.

INVOCATION

Opening Prayer by Stephen Brannon, Faith Baptist Church

FUTURE MEETINGS

Bartlett Station Commission, August 1 at 7:30 a.m.

City Beautiful Commission, August 2 at 6:30 p.m.

Family Assistance Commission, August 6 at 6 p.m.

Planning Commission, August 6 at 7 p.m.

Parks and Advisory Board, August 9 at 7 p.m.

Bartlett Historical Society, August 13 at 7 p.m.

RECOGNITIONS

The Mayor and Aldermen recognized two Boy Scouts attending the meeting to earn their Citizenship in the Community Merit Badges. Carson Blake and Max Blake are members of Troop 255.

Healthier Bartlett Grant Presentation

Nakia Johnson and Sharon Fryman, on behalf of Healthier Bartlett Committee, presented the City with a \$5,000 grant, which will allow the Committee to work toward becoming a state-certified Healthier Tennessee Community. The Committee plans to use the grant to support its seven initiatives, including nutrition, physical fitness, and smoking cessation. The Healthier Bartlett Committee began as a Leadership Bartlett Class of 2018 Project.

*****Official Business of the Day*****

MINUTES ACCEPTANCE

Minutes of the July 10, 2018 Board of Mayor and Aldermen Regular Meeting

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Jack Young, Vice Mayor
SECONDER:	David Parsons, Alderman
AYES:	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

PUBLIC HEARING

Individuals will have a maximum of three minutes to speak either for or against the item, with a total of 20 minutes for each side.

- I. Ordinance 18-05, an ordinance to rezone from RS-10 to O-R-1 property on the north side of Yale Road at Highway 70.

No one spoke for or against Ordinance 18-05.

Adjourned at 7:09 p.m.

UNFINISHED BUSINESS

- I **Third Reading of Ordinance 18-05, an ordinance to rezone from RS-10 to O-R-1 property on the north side of Yale Road at Highway 70. (Kim Taylor, Director of Planning and Economic Development)**

Planning Director Kim Taylor explained that this rezoning comes at the request of the future developer, who plans to construct a medical office facility on part of the 8.66 acres. Ms. Taylor noted that the surrounding properties are zoned floodway, RS-10, R-TH, and O-R-1. The Planning Commission forwarded this ordinance to the Board with a favorable recommendation.

RESULT:	APPROVED ON THIRD AND FINAL RE [UNANIMOUS]
MOVER:	Jack Young, Vice Mayor
SECONDER:	W.C. Pleasant, Alderman
AYES:	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

CONSENT AGENDA

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Emily Elliott, Alderman
SECONDER:	Jack Young, Vice Mayor
AYES:	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

- I **Special event permit for Legends of Stanky Creek Bike Race. (Jim Brown, Director of Code Enforcement)**
The event will be held on Saturday, August 11 and Sunday, August 12 from 7 a.m. to 7 p.m. at Nesbit Park.
- 2 **Renewal of computer-assisted dispatch maintenance agreement. (Gary Rikard, Chief of Police)**
Request to renew annual service agreement from Tritech Software Systems for a total cost of \$67,071.91. Funds are available in Account 123.48123.264.

3 Facility maintenance fee payment to the Tennessee Department for Environment and Conservation for Fiscal Year 2019. (Rick McClanahan, Director of Engineering)

The City's current number of water system connections is 21,845, at \$1.30 per connection, the City's total is \$28,398.50. Funds are available in Account 510.51200.644.

4 Presentation of Debt Obligation Form Related to General Obligation Capital Outlay Note, Series 2018. (Dick Phebus, Director of Finance)

State of Tennessee Comptroller's Office requires presentation to the Board of Mayor and Aldermen of the Report on Debt Obligation form for General Obligation Capital Outlay Note, Series 2018. The attached form reflects the \$1,355,000 note approved on June 26, 2018.

NEW BUSINESS

I Appoint Candace Ward to the Pension Board (Defined Benefit Plan) and the Retirement Plan Committee (Cash Balance Plan). (A. McDonald, Mayor)

Candace Ward will fill the position vacated by Cathy Lyon. Her term will expire December 31, 2020.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Emily Elliott, Alderman
SECONDER:	W.C. Pleasant, Alderman
AYES:	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

2 Resolution 22-18, a resolution authorizing the City of Bartlett to participate in the Tennessee Municipal League Risk Management Pool's Safety Partners Loss Control Grant Program. (Dick Phebus, Director of Finance)

Mr. Phebus explained that this resolution allows the city to apply for a safety grant from TML. If the City obtains the grant, it will be used to fund 50 percent of the cost for new emergency equipment for three fire trucks and five ambulances.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jack Young, Vice Mayor
SECONDER:	W.C. Pleasant, Alderman
AYES:	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

OPEN DISCUSSION

Alderman Simmons reminded the public that early voting for the federal and state primary and county general election will run until Saturday, August 27. Election Day is Thursday, August 2.

ADJOURNMENT

Meeting adjourned at 7:17 PM



City of Bartlett
A. Keith McDonald, Mayor

BOARD OF MAYOR AND ALDERMEN MEETING MINUTES

TUESDAY, JULY 10, 2018 - BARTLETT CITY HALL - 7:00 PM

ATTENDANCE

Mayor A. Keith McDonald: Present, Alderman W.C. Pleasant: Present, Alderman Emily Elliott: Present, Alderman David Parsons: Present, Alderman Bobby Simmons: Present, Vice Mayor Jack Young: Present, Alderman Paula Sedgwick: Present.

INVOCATION

Opening Prayer by Larry Turner, Harmony Church

FUTURE MEETINGS

Parks and Recreation Advisory Board, July 12 at 7 p.m.

Historic Preservation Commission, July 16 at 7 p.m.

Design Review Commission, July 17 at 6:30 p.m.

RECOGNITIONS

Don Werling, General Maintenance Division Manager, will retire after 31 years of service July 31. Mayor McDonald said Mr. Werling is a great employee, who will be greatly missed.

Reserve Firefighters' Fill the Boot check presentation to the Muscular Dystrophy Association

Reserve Firefighter Michael McElwee presented a check for \$6,100 to Misteria DeRang, fundraising coordinator of the local Muscular Dystrophy Association chapter. The Reserves raised this money during their annual Fill the Boot campaign.

*****Official Business of the Day*****

MINUTES ACCEPTANCE

Minutes of the June 26, 2018 Board of Mayor and Aldermen Regular Meeting

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	David Parsons, Alderman
SECONDER:	Bobby Simmons, Alderman
AYES:	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

Minutes Acceptance: Minutes of Jul 10, 2018 7:00 PM (MINUTES ACCEPTANCE)

PUBLIC HEARING

Individuals will have a maximum of three minutes to speak either for or against the item, with a total of 20 minutes for each side.

- I. Ordinance 18-04, an ordinance to amend the City of Bartlett Zoning Ordinance, by amending Article I, Section 2, Definitions, to modify the definition of dwelling unit and add definitions for short-term rental unit and transient guest; by amending Article V, Chart I, Uses Permitted in Zoning Districts, to identify zoning districts in which short-term rentals are permitted uses; and by amending Article VI, Supplementary District Regulations, by adding a new Section 30, establishing regulations for short-term rentals.

No one spoke for or against Ordinance 18-04.

Adjourned at 7:06 p.m.

UNFINISHED BUSINESS

- I **Third Reading of Ordinance 18-04, an ordinance to amend the City of Bartlett Zoning Ordinance, by amending Article I, Section 2, Definitions, to modify the definition of dwelling unit and add definitions for short-term rental unit and transient guest; by amending Article V, Chart I, Uses Permitted in Zoning Districts, to identify zoning districts in which short-term rentals are permitted uses; and by amending Article VI, Supplementary District Regulations, by adding a new Section 30, establishing regulations for short-term rentals. (Kim Taylor, Director of Planning and Economic Development)**

Ms. Taylor explained that this ordinance will establish regulations to regulate short-term rental properties. This ordinance creates a permitting process, and aims to maintain the residential character of neighborhoods and protect the quality of life of Bartlett's residents. Ordinance 18-04 will allow the City to assess and collect occupancy and privilege taxes on these properties. This ordinance creates two types of permits, new and continued use, which are allowed in all residential zoning districts. The permit process will be administered by Code Enforcement, will include a life safety checklist, and a renewal process. There will also be a compliant process and an appeals process.

In May 2018, the State Legislature approved the short-term rental act, which generated parameters through which municipalities could regulate this use.

RESULT:	APPROVED ON THIRD AND FINAL RE [UNANIMOUS]
MOVER:	Jack Young, Vice Mayor
SECONDER:	Emily Elliott, Alderman
AYES:	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

- 2 **Second Reading of Ordinance 18-05, an ordinance to rezone from RS-10 to O-R-1 property on the north side of Yale Road at Highway 70. (Kim Taylor, Director of Planning and Economic Development)**

Ms. Taylor explained that the request to rezone is to build medical offices on this property, which is 8.86 acres. The Planning Commission sent this ordinance to the Board with a favorable recommendation.

RESULT:	APPROVED ON SECOND READING [UNANIMOUS]	Next: 7/24/2018 7:00 PM
MOVER:	Jack Young, Vice Mayor	
SECONDER:	W.C. Pleasant, Alderman	
AYES:	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick	

CONSENT AGENDA

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jack Young, Vice Mayor
SECONDER:	Emily Elliott, Alderman
AYES:	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

- 1 Special event permit for Memphis Runner's Road Race Series 5-Mile Runs. (Jim Brown, Director of Code Enforcement)**
The events will be held on Sundays, August 12 and August 26 at W.J. Freeman Park.
- 2 Bid for BPACC roof replacement. (Dick Phebus, Director of Finance)**
Recommend accepting the lowest bid from Jessie Bryant Roofing at a cost of \$309,712, plus a contingency amount of \$35,000 for total cost of \$344,712. Funds are available in Accounts 311.48311.780.59118 and 311.48311.780.59119.
- 3 Planning Commission Report for July 2018. (Kim Taylor, Director of Planning and Economic Development)**

Item 1 - Special Use Permit for Used Children's Retail, Summer Kids, 2831 Bartlett Blvd, forwarded to the Board of Mayor and Aldermen with a favorable recommendation.

Item 2 - Master plan for Village of Deer Run, Phase 2, approved with conditions.

Item 3 - Site plan for Peachtree Academy, Phase 2, Lot 25 approved with conditions.

Item 4 - Engineering Medical Systems, 3325 Appling road, Lots 1 and 2 approved with conditions.

Item 5 - Site plan for office building and garage, Bartlett Corporate Park, Lot 2, First Addition, Bartlett Corporate Drive, approved with conditions.

NEW BUSINESS

- 1 Set a public hearing for August 14, 2018 for Resolution 20-18, a resolution approving a special use permit for the sale of used children's clothing in a retail store named "Summer Kids," located at 2831 Bartlett Boulevard. (Kim Taylor, Director of Planning and Economic Development)**

RESULT:	APPROVED [UNANIMOUS]
MOVER:	David Parsons, Alderman
SECONDER:	Jack Young, Vice Mayor
AYES:	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

Minutes Acceptance: Minutes of Jul 10, 2018 7:00 PM (MINUTES ACCEPTANCE)

2 Resolution 21-18, a resolution to delete uncollectable property taxes, interest, penalties, and associated costs from the City of Bartlett tax rolls. (Dick Phebus, Director of Finance)

The amount of uncollectible property taxes to be written off is \$19,464.45.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Emily Elliott, Alderman
SECONDER:	W.C. Pleasant, Alderman
AYES:	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

OPEN DISCUSSION

Mayor McDonald announced that Ron Lollar and Bubba Pleasant's annual fish fry is cancelled due to the death of Ron Lollar. He thanked State Representative Lollar and Aldermen Pleasant for hosting the event for so many years.

Alderman Pleasant said that Mr. Lollar truly enjoyed giving back to those who supported him.

Mick Wright, 5730 Bartlett Woods Drive, stated he is the republican nominee for District 3 of the County Commission. The election is August 2.

ADJOURNMENT

Meeting adjourned at 7:30 PM

W.C. Pleasant, Register to the
Board of Mayor and Alderman

A. Keith McDonald
Mayor

Minutes Acceptance: Minutes of Jul 10, 2018 7:00 PM (MINUTES ACCEPTANCE)



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

ADOPTED

ORDINANCE (ID # 2367)

Meeting: 07/24/18 07:00 PM

Department: Planning and Economic Development

Category: Zoning

Prepared By: Sam Harris

Initiator: Kim Taylor

Sponsors:

DOC ID: 2367

Ordinance 18-05, an ordinance to rezone from RS-10 to O-R-1 property on the north side of Yale Road at Highway 70.

WHEREAS, an application has been received to rezone property described herein from RS-10 to OR-I; and

WHEREAS, a public hearing was held before this body on the 24th day of July, 2018, and notice thereof published in *The Bartlett Express*,

NOW, THEREFORE, be it ordained by the Board of Mayor and Aldermen of the City of Bartlett:

SECTION I. The property described as follows is hereby rezoned from RS-10 to OR-I. Said real estate is located in Shelby County, Tennessee, and is more particularly described as follows:

Situated in the City of Bartlett, Shelby County, Tennessee, and being known as the part of a parcel of land conveyed to Emad Towhied Moustafa by deed recorded in Instrument BG3351 in the Shelby County Register's Office that lies northerly of Yale Road.

Beginning at an iron rebar with cap set at the southwesterly corner of Lot A, Yale Road Office Park as shown by Plat recorded in Plat Book 244, Page 41 in the Shelby County Register's Office, said corner lying on the northerly Right of Way of said Yale Road (84' Right of Way).

1. Thence along said Right of Way, North 85 degrees, 56 minutes, 00 seconds west, a distance of 789.89 feet to a point of curvature:

2. Thence continuing along said Right of Way on a curve deflecting to the right a distance of 899.91 feet (said curve having a radius of 1358.00 feet and a chord which bears north 67 degrees, 05 minutes, 21 seconds west, 883.53 feet) to an angle point therein:

3. Thence continuing along said Right of Way, north 32 degrees, 12 minutes, 40 seconds west a distance of 28.67 feet to the southwesterly corner of land conveyed to Con Lee Barber by deed recorded in Instrument GS5711 in the Shelby County Register's Office, witness a crow's foot chiseled on the curb at the westerly prolongation of the southerly line of land so conveyed to Barber;

4. Thence along said southerly line, South 85 degrees, 35 minutes, 58 seconds east a distance of 1618.92 feet to an iron rebar with cap set at the southeasterly corner, thereof, lying in a westerly line of Lot 27 of the Burloe Subdivision, Phase One, as shown by Plat recorded in Plat Book 236, Page 27, in the Shelby County Register's Office;

5. Thence along said westerly line and the westerly line of said Lot A of Yale

Road Office Park, South 00 degrees, 32 minutes, 56 seconds, east a distance of 300.03 feet to the place of beginning as surveyed, calculated and described in March, 2012 by Kenneth O. Beckwith, RLS 2083, subject to all highways and easements of record. Bearings contained herein are based upon record information and are intended to indicate angles only.

SECTION 2. SEVERABILITY - Should any provision or part of this Ordinance be rendered void or unenforceable by any court of law, statute or other authority, the rest and remainder of this Ordinance shall remain in full force and effect.

SECTION 3. EFFECTIVE DATE - This Ordinance shall be effective from and after its final passage, the public welfare requiring it.

First Reading: June 26, 2018

Second Reading: July 10, 2018

Third Reading: July 24, 2018

W. C. Pleasant, Register to the
Board of Mayor and Aldermen

A. Keith McDonald, Mayor

Stefanie McGee, City Clerk

HISTORY:

06/26/18 Board of Mayor and Aldermen **APPROVED ON FIRST READING**
Next: 07/10/18

07/10/18 Board of Mayor and Aldermen **APPROVED ON SECOND READING**
Next: 07/24/18

COMMENTS - Current Meeting:

Planning Director Kim Taylor explained that this rezoning comes at the request of the future developer, who plans to construct a medical office facility on part of the 8.66 acres. Ms. Taylor noted that the surrounding properties are zoned floodway, RS-10, R-TH, and O-R-1. The Planning Commission forwarded this ordinance to the Board with a favorable recommendation.

RESULT: **APPROVED ON THIRD AND FINAL RE [UNANIMOUS]**

MOVER: Jack Young, Vice Mayor

SECONDER: W.C. Pleasant, Alderman

AYES: Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

Bartlett Planning and
Economic Development Department
6382 Stage Road, P.O. Box 341148
Bartlett, TN 38184-1148
901-385-6417 FAX 901-385-6419
www.cityofbartlett.org

Bartlett Planning Commission Application for Rezoning

Consultation with the staff is encouraged prior to the completion of this application form.

Requested Zoning DR-1
Property Address 0 YALE ROAD, NORTH SIDE YALE @ HWY 70
Present Zoning RS-10
Owner/Developer Contact _____ Phone _____
Company Name BARBER REV. LIVING TRUST Fax _____
Address 7157 US HWY 70 BARTLETT, TN 38133
Architect Contact _____ Phone _____
Company Name _____ Fax _____
Address _____
Engineer Contact DAVID BRAY Phone 901.383.8668
Company Name THE BRAY FIRM Fax 901.383.8720
Address 2950 STAGE PLAZA NORTH

Submitted by DAVID BRAY [Signature] 03.03.18
(printed name) (signature) (date)
Email Address dbray@comcast.net Phone 901.383.8668 Fax _____

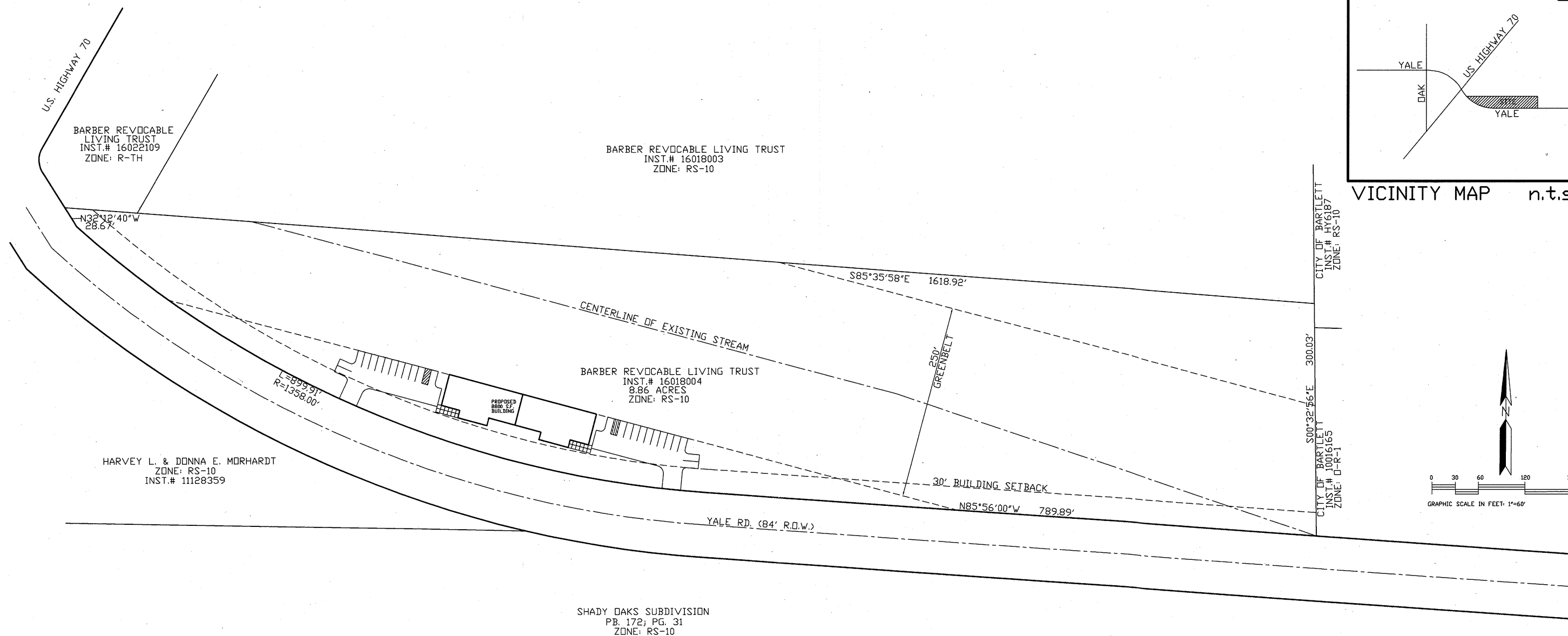
- ☒ Attach a checked-off "Rezoning Checklist" and all items required therein.
- ☒ Acknowledge (by initials in the blank to the left) that the "Application Instructions: Planning Commission" were obtained and read prior to submitting this application.
- ☒ Provide 18-folded ($\pm 10'' \times 13''$) sets of plans with a copy of the signed application attached to each set.
- ☒ Provide an electronic PDF file of the plans. Note that an updated electronic file is required when plans are revised. The electronic file shall be labeled with the project name and accurately dated.
- ☒ Include a fee with this application (check payable to the City of Bartlett) of \$500.00 for five (5) acres or less, plus \$50.00 per acre (after the first five) to a maximum of \$3,000.00. **The fee is not refundable.**

I, the property owner(s) hereby authorize the filing of this application.

(print name)

(signature)

(date)



PLAN NOTES
 EXISTING ZONING _____ RS-10
 PROPOSED ZONING _____ OR-1
 ACREAGE _____ 8.86 ACRES
 BUILDING SETBACK _____ 30-FEET FROM R.O.W.
 MAXIMUM BUILDING COVERAGE _____ 30%

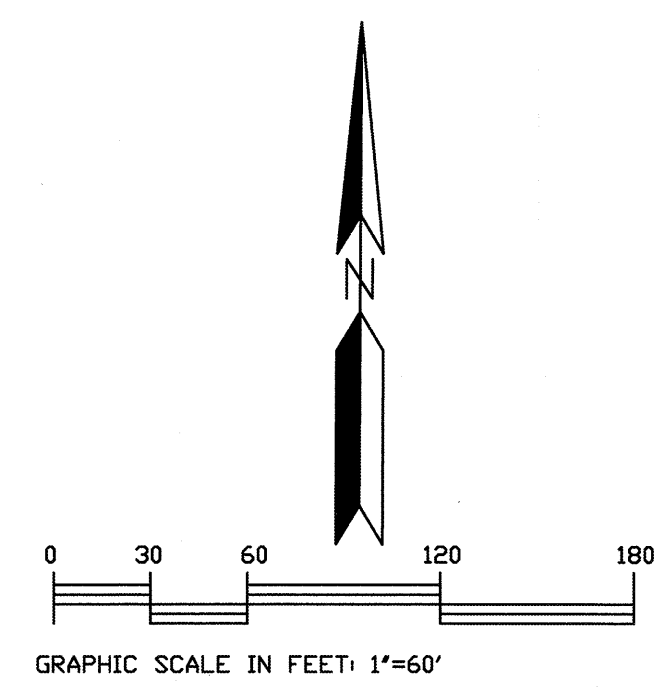
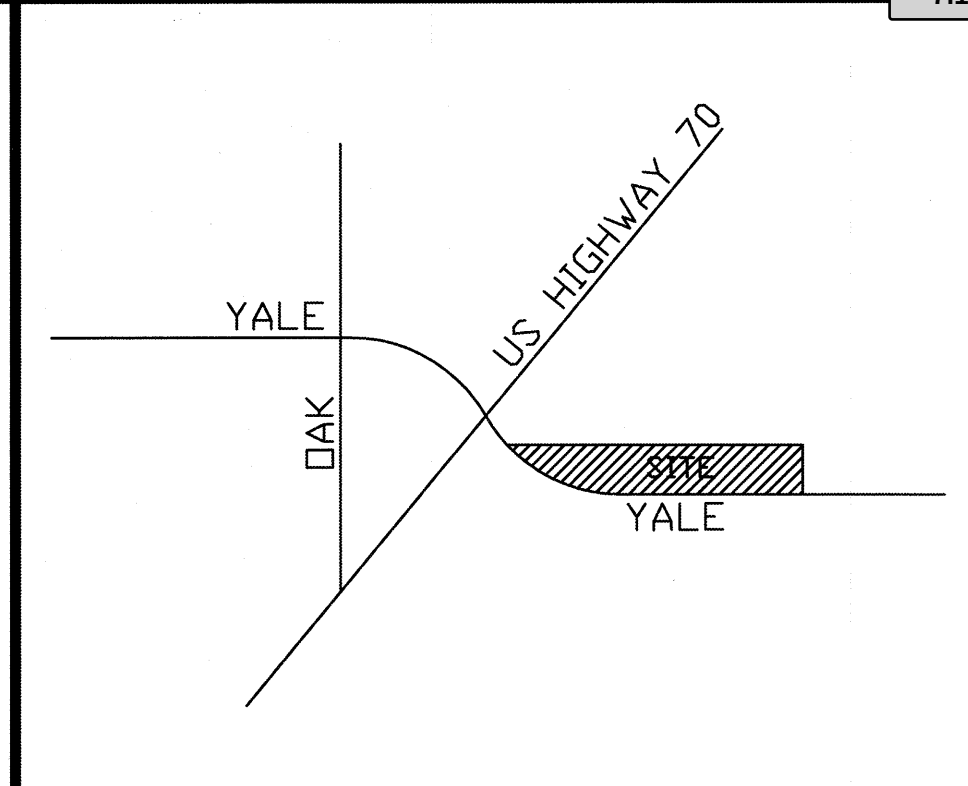
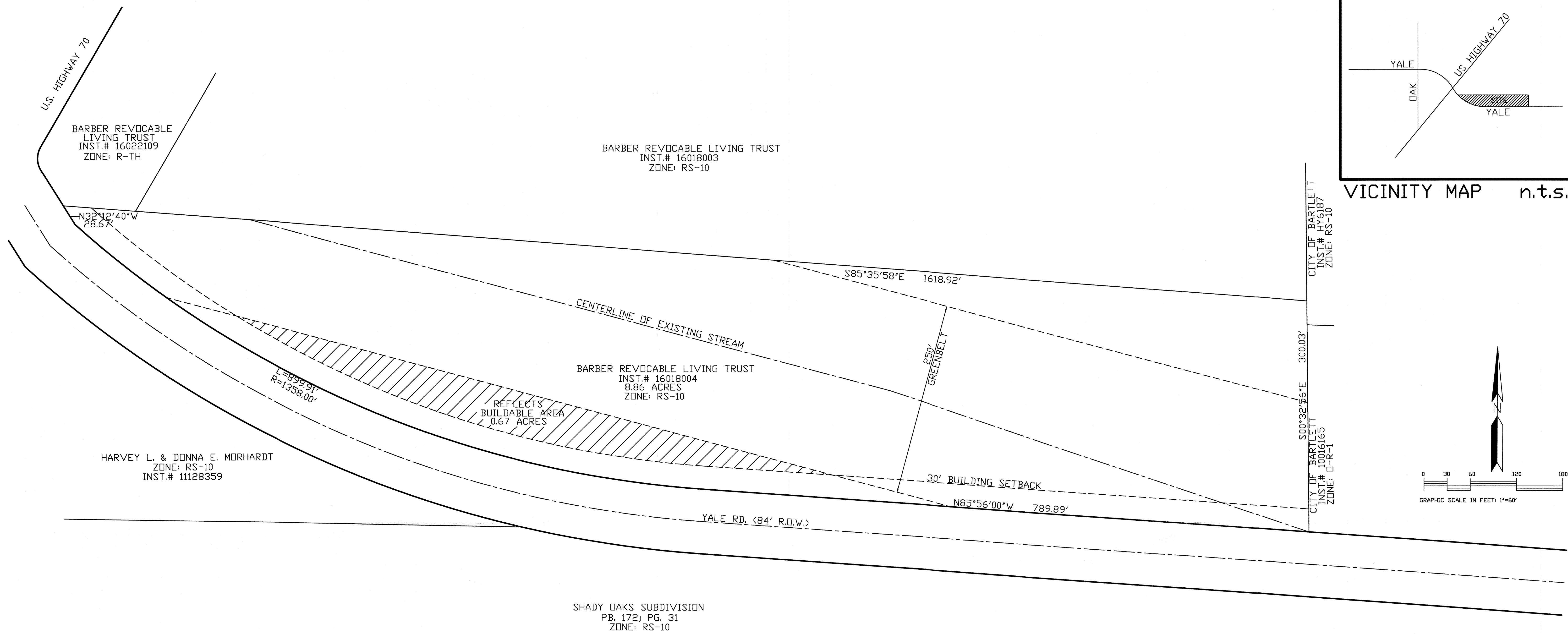
CONCEPTUAL SITE PLAN
 FOR THE
 BARBER REVOCABLE LIVING
 TRUST PROPERTY
 AS RECORDED BY
 INSTRUMENT NUMBER
 16018004
 AS RECORDED IN THE
 SHELBY COUNTY REGISTERS OFFICE
 IN
 SHELBY COUNTY, TENNESSEE
 BARTLETT, TENNESSEE

BARBER REVOCABLE LIVING TRUST
 7157 US HIGHWAY 70
 BARTLETT, TN 38133

OWNER/APPLICANT

THE BRAY-DAVIS FIRM, LLC.
 6261 STAGE PLAZA EAST
 BARTLETT, TN 38134
 901-383-8668
 ENGINEER

DATE: FEBRUARY 23, 2018 SCALE: 1"=60' SUBJECT PROPERTY: B0157 00941 ACRES: 8.86 ACRES



PLAN NOTES
EXISTING ZONING _____ RS-10
PROPOSED ZONING _____ DR-1
ACREAGE _____ 8.86 ACRES
BUILDING SETBACK _____ 30- FEET FROM R.O.W.
MAXIMUM BUILDING COVERAGE _____ 30%

ZONING REQUEST
FOR THE
BARBER REVOCABLE LIVING
TRUST PROPERTY
AS RECORDED BY
INSTRUMENT NUMBER
16018004
AS RECORDED IN THE
SHELBY COUNTY REGISTERS OFFICE
IN
SHELBY COUNTY, TENNESSEE
BARTLETT, TENNESSEE

BARBER REVOCABLE LIVING TRUST
7157 US HIGHWAY 70
BARTLETT, TN 38133

THE BRAY-DAVIS FIRM, LLC.
6261 STAGE PLAZA EAST
BARTLETT, TN 38134
901-383-8668
ENGINEER

OWNER/APPLICANT
DATE: FEBRUARY 23, 2018 SCALE: 1"=60' SUBJECT PROPERTY: B0157 00941 ACRES: 8.86 ACRES

Attachment: Yale Rd Rezoning (2367 : Ord. 18-05, Rezoned from RS-10 to O-R-1, NE corner Yale at Hwy 70)

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

ADOPTED**AGENDA ITEM**

Meeting: 07/24/18 07:00 PM
Department: Code Enforcement
Category: Special event permit
Prepared By: Valerie Brantley
Department Head: Jim Brown

Special event permit for Legends of Stanky Creek Bike Race.

RESULT: APPROVED BY CONSENT VOTE [UNANIMOUS]**MOVER:** Emily Elliott, Alderman**SECONDER:** Jack Young, Vice Mayor**AYES:** Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick



APPLICATION FOR SPECIAL EVENT

OFFICE OF
BARTLETT CODE ENFORCEMENT
6382 STAGE ROAD
BARTLETT TN 38134
901-385-6425

NESBIT PARK

5760 YALE RD. MEMPHIS TN

Address

38135

Zip Code

AUGUST 11th & 12th

Dates of the Event

All Day 7am - 7pm

Hours of the Event

Bike Race

Type of Event (Fund Raiser, Seasonal, Tent Sale, Sidewalk Sale, Public Attraction)

City of Bartlett

Property Owner

TOBY FANNING

Special Event Permit Applicant

3945 WOODHOLLOW CV
BARTLETT TN 38135

Address of Applicant

(615-414-8829)

Phone Number

Fax Number

Check all items that apply:

For information call (901) 385-6425.

- ☐ State of TN Business License, Shelby County Business License, Bartlett Business License (For Type 2 Events)
- ☒ Letter of Permission
- ☒ Insurance
- ☐ Tents (Fire Retardant letter included)
- ☒ Special Event Checklist
- ☒ Map
- ☐ Sign or Banner

☒ \$60.00 Special Event Fee
☒ \$4.00 Permit Issuing Fee

\$64.00 Total CK# 5398

Responsible Person

Date

7/3/2018

****Notify building department 10 days prior to Special Event to be held unless it is a Public Attraction which requires approval from the Board of Mayor & Aldermen.****

APPROVAL

This application is not a permit and grants no rights or privileges.

Special Event Checklist

Event: LEGENDS OF STANKY CREEK (BIKE RACE)
 Location: NASBIT PARK
 Dates: AUGUST 11TH & 12TH 2018

Type of special event: (Check one.)

- | | |
|---|---|
| <p>☐ <i>Type 1: Noncommercial Events.</i> Fund-raising or non-commercial events held outside an enclosed permanent structure, including parades, advertised demonstrations, or events, including structures used in conjunction with the event.</p> <p>☐ <i>Type 2: Special Seasonal Events.</i> Farmers' market, Christmas tree sales, fruit, flower or vegetable sales, or sale of other seasonal products, when sold other than on the site where grown, constructed or assembled.</p> | <p>☐ <i>Type 3: Commercial Events.</i> Significant commercial events such as tent sales, sidewalk sales, trade shows, merchandise sales, product demonstrations or transient merchants.</p> <p>☒ <i>Type 4: Public Attractions.</i> Significant outdoor public events intended primarily for entertainment or amusement, such as carnivals, concerts, or festivals, including fireworks displays. Requires approval by the Board of Mayor and Aldermen.</p> |
|---|---|

Exempt events: (If any of these apply, the special event is exempt from the permit requirement.)

- | | |
|---|--|
| <p>☐ <i>Public property.</i> Any special event wholly on public streets and right-of-ways or other property of the City, excluding public parks, which special event is allowed specifically or generally by action of the Board of Mayor and Aldermen.</p> <p>☐ <i>Public parks.</i> Any special event held within a public park. (Although exempt from this Section, these types of special events shall be governed by other provisions of the Codified Ordinances regulating conduct in City parks and recreation areas.)</p> <p>☐ <i>City sponsorship.</i> Any special event sponsored or co-sponsored by the City. Such event shall, however, be in compliance with the performance standards in Section 27.F.</p> <p>☐ <i>Special use permit or site plan.</i> Any business already operating under a special use permit or site plan that authorizes the display and sale of outdoor goods or authorizes the operation of any special event as defined herein.</p> <p>☐ <i>Yard sales.</i> Yard sales regulated under Article VI, Section 1 of the Zoning Ordinance.</p> | <p>☐ <i>Auctions/estate sales.</i> Auctions/estate sale for individual property that is not considered a special event and is conducted by duly licensed auctioneers.</p> <p>☐ <i>Business deliveries.</i> Newspaper delivery or bona fide merchants who deliver goods in the regular course of business.</p> <p>☐ <i>Certain solicitations.</i> Solicitors for charitable, non-profit or religious organizations who go from dwelling to dwelling, business to business, street to street, taking or attempting to take orders for goods, wares and merchandise are exempt from these provisions, provided these organizations meet the Internal Revenue Service Criteria to qualify as a charitable, non-profit or religious organization.</p> <p>☐ <i>First Amendment activity.</i> The dispensing of religious pamphlets or other literature which is protected by the United States Constitution under Freedom of Speech, Religion or Press.</p> <p>☐ <i>Political campaigning.</i> Campaigning for public office.</p> |
|---|--|

Performance standards:

	Sub- mitted ✓ or X	OK	N/A		Comments
1	✓			<i>Location.</i> Special events that do not require the use of public right-of-way shall be conducted on private property in a commercial or industrial zoning district, except that non-profit organizations may conduct special events on any property where the owner has granted permission.	
2			✗	For all special events that require the use of public right-of-way, the permit granted shall clearly specify the streets to be used for the event and the time that the streets will be closed, if applicable.	
3			✗	Type 3 outdoor sales must be conducted by an existing permanent business adjacent to and on the property of the location of the permanent business. The outdoor sales are to be conducted as an adjunct to the existing permanent business.	
4			✗	<i>Land-use compatibility.</i> The special event shall be compatible with the purpose and intent of this Section and with adjacent land uses.	
5			✗	The special event shall not impair the normal, safe and effective operation of a permanent use on the same site.	
6			✗	The special event shall not endanger or be detrimental to the public health, safety or welfare or injurious to property or improvements in the immediate vicinity of the special event, given the nature of the activity, its location on the site and its relationship to parking and access points.	
7			✗	<i>Compliance with other regulations.</i> All structures shall meet all applicable provisions of the Building Code.	
8			✗	Any temporary structure shall be promptly removed upon the cessation of the event. Within forty-eight (48) hours of cessation of the event, the site shall be returned to its previous condition, including the removal of all litter, signage, attention-attracting devices or other evidence of the special event. If the site is not returned to its previous condition, the City may restore the site at the event coordinator's expense.	

	Sub- mitted ✓ or X	OK	N/A		Comments										
9		X		<i>Hours of operation and duration.</i> The duration and hours of operation of a special event shall be consistent with the surrounding land uses. The total duration of a special event shall not exceed the duration set forth in Table VI.27-1; however, the duration of the special event may be modified by conditions attached to the issuance of the special event permit, as set forth in Section 27.F. Table V.27-1: Special Event Maximum Duration <table><tr><th>Type of Special Event</th><th>Duration</th></tr><tr><td>Type 1: Noncommercial</td><td>30 days</td></tr><tr><td>Type 2: Special Seasonal</td><td>90 days</td></tr><tr><td>Type 3: Commercial</td><td>14 days</td></tr><tr><td>Type 4: Public Attractions</td><td>14 days</td></tr></table>	Type of Special Event	Duration	Type 1: Noncommercial	30 days	Type 2: Special Seasonal	90 days	Type 3: Commercial	14 days	Type 4: Public Attractions	14 days	
Type of Special Event	Duration														
Type 1: Noncommercial	30 days														
Type 2: Special Seasonal	90 days														
Type 3: Commercial	14 days														
Type 4: Public Attractions	14 days														
10			X	In addition to the maximum duration as set forth in Table VI.27-1, a shopping center may hold centralized special events, not connected to individual businesses within the shopping center, which do not exceed sixty (60) days in a calendar year. The duration of all special events in a shopping center may be extended on a case by case basis if the special event(s) take place in shopping center parking areas not required for the primary businesses.											
11			X	<i>Frequency.</i> Except as otherwise provided herein, the maximum frequency of a special event on the same property shall be two (2) times per calendar year, excluding a shopping center. A shopping center shall be allowed to hold four (4) centralized events not connected to any individual business located within the center in addition to those events held by the individual businesses located within the shopping center.											

	Sub- mitted ✓ or X	OK	N/A		Comments
12			X	Type 3 outdoor sales at a specific location may be permitted only as follows: a. Outdoor sales may be permitted once in each calendar month if the duration is not more than three (3) days. b. Outdoor sales may be permitted once in each calendar quarter if the duration is more than three (3) days but not more than ten (10) days. c. The minimum time between consecutive outdoor sales periods for the same business on the same property shall be fourteen (14) days from the beginning of one period to the beginning of the next period. Permitted durations are not cumulative in any time period, that is, the time periods in both "a" and "b" may not be added together.	
13			X	<i>Traffic circulation.</i> The special event shall not cause undue traffic congestion or accident potential, given anticipated attendance and the design of adjacent streets, intersections, parking and traffic controls. All sidewalks shall be left open for pedestrian traffic unless special approval is received for blockage. No alleys, driveways, fire lanes or other access points shall be blocked by the special event unless specific approval is granted for the special event.	
14			X	<i>Street closings.</i> The special event permit recipients shall be responsible for securing, installing and immediate removal upon cessation all barricades and signs when street closings are approved. Large Class III barricades shall be sandbagged to prevent blowing over.	

	Sub- mitted ✓ or X	OK	N/A		Comments
15			X	<i>Fire safety.</i> The fire department shall be consulted for the following requirements and inspection, as necessary. a. Fire lanes a minimum of 20 feet in width and 12 feet in height or as otherwise approved by the Fire Chief must be provided in order to allow Fire Department access within 150 feet of all structures and on at least two sides of all two-story structures within 500 feet of the location of the special event. b. All fire hydrants in the area of the special event must be left with five (5) feet of clearance on all sides and shall be accessible from the fire lanes that are designated with the event. c. No open fires shall be permitted unless advance approval is obtained from the Fire Department. d. Fire extinguishers shall be available as determined by the Fire Chief. e. Temporary electrical wiring for the special event shall be installed in accordance with the requirements of the National Electrical Code. f. Tents shall comply with the Fire Code and applicable building codes. g. Exit signs and proper exiting aisles shall be provided in temporary special event structures.	
16		X		<i>Off-street parking.</i> The event shall not create a parking shortage for any other use. All off-street parking surfaces used for the special event shall be concrete or asphalt.	
17		X		<i>Public conveniences and litter control.</i> Adequate on-site rest room facilities and solid waste containers shall be provided. The applicant shall calculate the demand for such facilities and specify how the need will be addressed.	
18		X		<i>Nuisances.</i> The special event shall not generate excessive noise, dust, smoke, glare, spillover lighting or other forms of environmental or visual pollution.	

	Sub- mitted ✓ or X	OK	N/A		Comments
19		✓		<i>Area of parking lot dedicated to outdoor special events.</i> a. No more than ten (10) percent of the parking stalls required for the structure associated with the parking lot in which the special event occurs shall be permitted to be used for a special event. Regardless of how many stalls are occupied by the special event, no special event that occurs in the parking lot for a permanent structure may cause a parking shortage for primary and accessory uses associated with that structure. b. No spikes, nails, anchors or other devices shall be driven into any public street, sidewalk or parking lot surface or into any existing concrete or asphalt. Such devices may be used on private parking lots provided any damage resulting therefrom shall be fixed upon cessation of the event and removal of the devices.	
20		✓		<i>City services.</i> If the applicant requests the City to provide services or equipment, including but not limited to traffic control or security personnel, or if the City otherwise determines that services or equipment are required to protect the public health, safety, or general welfare, the applicant shall be required to reimburse the City for the cost of the services. The City may require the applicant to submit a security deposit, in an amount determined by the Chief Administrative Officer and in the form approved by the City Attorney, prior to the event to ensure that the applicant complies with this provision.	
21	✓	✓		<i>Insurance coverage.</i> Special event permit recipients must show proof of liability insurance at time of application. If the special event will take place on public property, said certificate of insurance shall name the City as an additional insured party in an amount determined by the Chief Administrative Officer based on the nature of the special event.	

Conditions

Conditions deemed necessary to ensure compatibility with adjacent land-uses and to minimize potential adverse impacts on nearby uses:

	Required ✓ or X	N/A		Comments
22		✓	Limitations on signs.	
23	✓		Temporary arrangements for parking and traffic circulation.	
24	✓		Requirements for screening/buffering and guarantees for site restoration and cleanup following the special event.	
25	✓		Modifications or restrictions on the hours of operation, duration of the event, size of the event or other operational characteristics.	
26		✓	The posting of security in an amount required by the Permitting Official to help ensure that the operation of the event and the subsequent restoration of the site are conducted according to required special event standards and conditions of approval.	
27		✓	The provision of traffic control or security personnel to ensure the public safety and convenience.	
28	✓		Execution of a "Special event agreement" in a form acceptable to the City Attorney to ensure the indemnification of the City and that public property will be protected and/or restored to its condition prior to the special event.	

Special event permit application, content and submission requirements

A complete application shall be submitted to the Permitting Official at least **ten (10) days** prior to the requested start date of any special event.

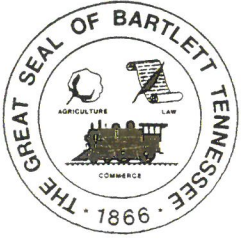
The application shall set forth and contain the following information:

	Sub- mitted ✓ or X	OK	N/A		Comments
29	✓	✓		Name and address of the applicant.	
30	✓	✓		Names and address of the owner of the premises on which the proposed event is to be held.	
31	✓	✓		Written approval from the property owner agreeing to the proposed event, if the applicant is not the same as the property owner.	
32	✓	✓		Description of the site on which the proposed event is to be held.	
33	✓	✓		Date of the proposed event.	
34	✓	✓		A narrative written description of the proposed event, the hours of operation, anticipated attendance, and any buildings/ structures, signs or attention-attracting devices proposed to be used in conjunction with the event, as well as a statement that the standards set forth in this Section have been satisfied. The narrative written description shall also state what public streets, if any, are requested to be used for the special event.	
35	✓	✓		A site plan in the form and the level of detail as required by the Permitting Official, showing the location of all existing or proposed uses, structures, parking areas, outdoor display areas, signs, streets, and property lines.	via map
36		✓		Location and number of proposed temporary public toilets.	2
37			✓	Proposed temporary potable water supplies, which shall be subject to approval by the Director of Code Enforcement, pursuant to applicable authority of the City.	
38				Any other information deemed necessary by the Permitting Official to ensure compliance with the standards set forth in this Section.	

Special event permit - authorization by Permitting Official

Type 1, 2 and 3 special events (as defined in part B) may be issued a special event permit by the Permitting Official on the form provided by the City when all of the following conditions have been satisfied and continue to be met throughout the special event:

	OK ✓ or X	N/A		Comments
39	✓		A complete application is made on the form provided by the City and a fee paid in accordance with City ordinances.	
40	✓		The application has been reviewed and approved in writing by the Code Enforcement, Fire, Police, and Public Works Departments for traffic control and other safety concerns.	
41		✓	An electrical plan, if required for the special event, is approved by the Director of Code Enforcement.	
42		✓	The Permitting Official determines the following: a. The special event will comply with the special event performance standards...;	
43		✓	b. The special event will not endanger the public health, safety, or general welfare given the nature of the activity, its location on the site, and its relationship to parking and access points;	
44		✓	c. The special event will not impair the usefulness, enjoyment or value of adjacent property due to the generation of excessive noise, smoke, odor, glare, litter, or visual pollution;	
45		✓	d. The special event shall comply with all applicable state and federal health, safety, environmental and other applicable requirements.	



City of Bartlett

PARKS & RECREATION

A. Keith McDonald, Mayor
Shan Criswell, CPRP, Parks Director

July 3, 2018

City of Bartlett
Code Enforcement
6462 Stage Road
Bartlett, TN 38134

The Stanky Creek Cycling Mountain Bike Race 2018 has requested to use Nesbit Park on the following dates for their mountain bike events from 7:00 a.m. until 7:00 p.m.:

Saturday, August 11, 2018

Sunday, August 12, 2018

Permission is hereby given by Bartlett Parks and Recreation Department pending approval by the Mayor and Board of Aldermen.

Sincerely,

Shan Criswell
Director Parks and Recreation
City of Bartlett

cc: Toby Fanning
615-414-8629
Toby.fanning@gmail.com

Attachment: 5760 YALE RD-STANKY CREEK BIKE RACE-AUGUST 2018 (2381 : Legends of Stanky Creek Bike Race)

BARTLETT Fire - 585-5556

Emergency - 911

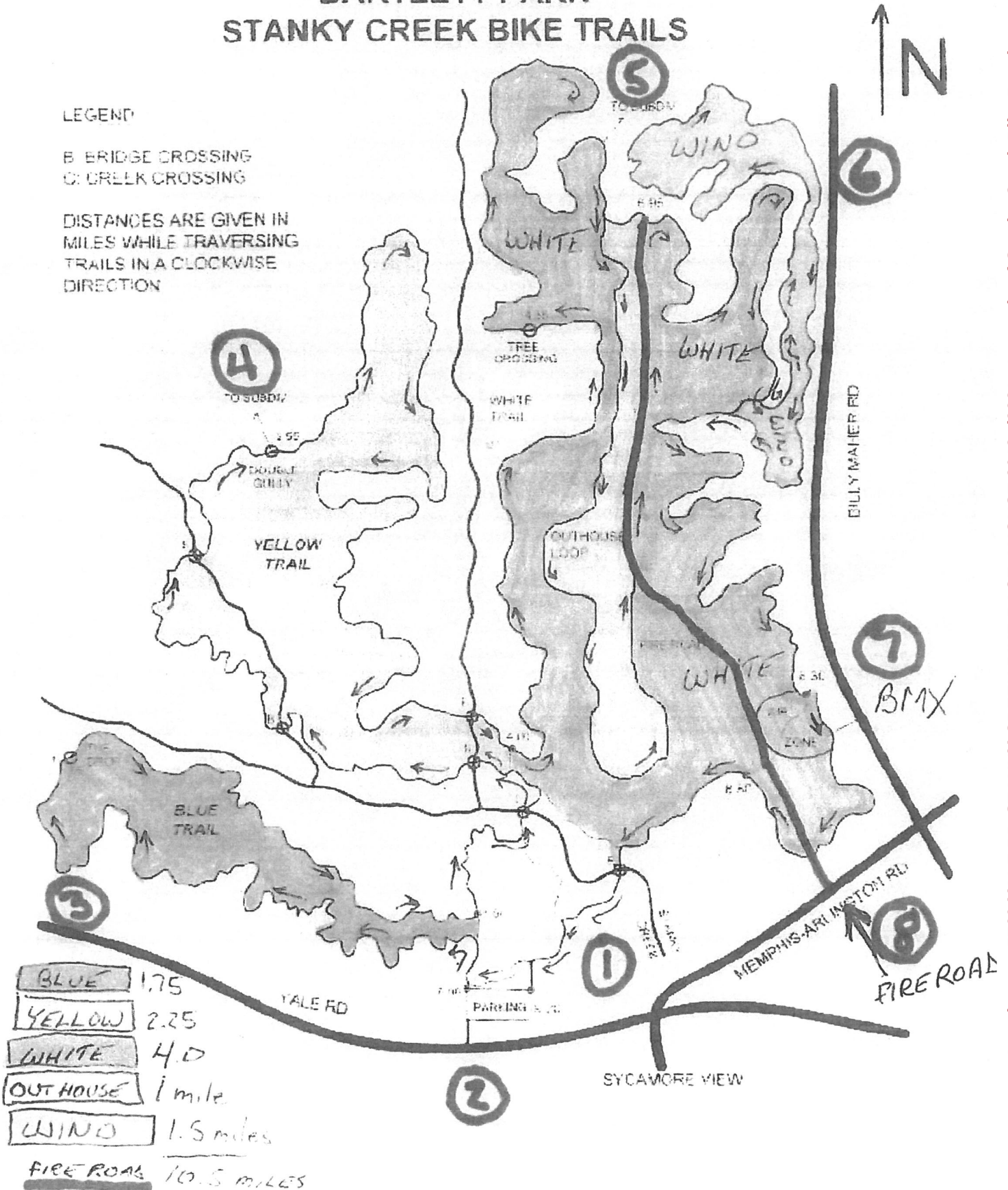
BARTLETT Police - 385-5555

BARTLETT PARK STANKY CREEK BIKE TRAILS

LEGEND

B: BRIDGE CROSSING
C: CREEK CROSSING

DISTANCES ARE GIVEN IN MILES WHILE TRAVERSING TRAILS IN A CLOCKWISE DIRECTION



Stanky Creek Numbered Meeting Locations:

1 – Pit area, park in parking lot and take East Trail down to Pit area or drive in from corner of Sycamore View and Mem-Arl.

2 – Nesbit Park Parking Lot

3 – Yale Rd, approx. 100 feet before Kenbridge Dr, there is trail access next to a utility pole. This will give you access to Blue Trail.

4 – Trail access through yards from Blackburg Dr (corner of Blackburg and Richbrook Dr). This will give you access to Yellow Trail

5 – Black Walnut Dr Access – Will give you access to White Trail/Outhouse Trail

6 – Billy Maher and St Elmo – Trail access right across the street from Church. This will give you access to the Wino Trail and White Trail.

7 – Billy Maher and Pebblehill Dr – Trail access to BMX/Sky Zone and White Trail

8 – Mem-Arl and Pamela Ann - Gated Access to Park. Gate is typically locked.



USACYCL-18

MRODRIGUEZ

DATE (MM/DD/YYYY)

04/13/2018

CERTIFICATE OF LIABILITY INSURANCE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Fairly Consulting Group, LLC 1800 S. Washington, Suite 400 Amarillo, TX 79102	CONTACT NAME: Fairly Group Certificates PHONE (A/C, No, Ext): (806) 376-4761 FAX (A/C, No): (806) 337-1859 E-MAIL ADDRESS: certs@fairlygroup.com														
INSURED USA Cycling, Inc. 210 USA Cycling Point, Suite 100 Colorado Springs, CO 80919	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : Lexington Insurance Company</td> <td>19437</td> </tr> <tr> <td>INSURER B :</td> <td></td> </tr> <tr> <td>INSURER C :</td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Lexington Insurance Company	19437	INSURER B :		INSURER C :		INSURER D :		INSURER E :		INSURER F :	
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A : Lexington Insurance Company	19437														
INSURER B :															
INSURER C :															
INSURER D :															
INSURER E :															
INSURER F :															

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PROJECT ☐ LOC ☒ OTHER: Per Event	X		015375404	12/31/2017	12/31/2018	EACH OCCURRENCE \$ 1,000,00 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,00 MED EXP (Any one person) \$ Exclude PERSONAL & ADV INJURY \$ 1,000,00 GENERAL AGGREGATE \$ 3,000,00 PRODUCTS - COMP/OP AGG \$ 2,000,00 \$
	AUTOMOBILE LIABILITY ☐ ANY AUTO OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED \$ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Job 2018-1747

Endorsement LEXDOC021 (LX0404) SCHEDULE OF NAMED INSURED: Event Organizers and/or Promoters are Named Insureds. It shall be a condition of coverage that all organizers/promoters for whom coverage is afforded under this policy execute a USAC Event Permit Application and coverage will be afforded only for the specific event and date on the permit.

The General Liability policy includes a blanket automatic additional insured endorsement that provides additional insured status to the certificate holder only when there is a written contract between a named insured and the certificate holder that requires such status. Please see attached endorsement LX4309 SEE ATTACHED ACORD 101

CERTIFICATE HOLDER

CANCELLATION

CITY OF BARTLETT 5868 Stage Road Bartlett, TN 38134	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
--	---

AGENCY CUSTOMER ID: USACYCL-18

MRODRIGUEZ

LOC #: 1



ADDITIONAL REMARKS SCHEDULE

Page 1 of 1

AGENCY Fairly Consulting Group, LLC		NAMED INSURED USA Cycling, Inc. 210 USA Cycling Point, Suite 100 Colorado Springs, CO 80919
POLICY NUMBER SEE PAGE 1		
CARRIER SEE PAGE 1	NAIC CODE SEE P 1	EFFECTIVE DATE: SEE PAGE 1

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
 FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance

Description of Operations/Locations/Vehicles:
 (06/14) - Additional Insured - Designated Person or Organization.

Event Number: 2018-1747
 Event Name: Legend of Stanky Creek TT and XC
 Event Location: Bartlett, TN
 Event Date(s): 08/11/2018 - 08/12/2018

Attachment: 5760 YALE RD-STANKY CREEK BIKE RACE-AUGUST 2018 (2381 : Legends of Stanky Creek Bike Race)

ENDORSEMENT # 006

This endorsement, effective 12:01 AM 12/31/2017

Forms a part of policy no.: 015375404

Issued to: USA CYCLING, INC.

By: LEXINGTON INSURANCE COMPANY

ADDITIONAL INSURED - DESIGNATED PERSON OR ORGANIZATION

(Based on CG2026 04/13)

This endorsement modifies insurance provided by the following:

COMMERCIAL GENERAL LIABILITY POLICY

SCHEDULE

Name of Additional Insured Person(s) or Organization(s)

AS REQUIRED BY WRITTEN CONTRACT

Information required to complete this Schedule, if not shown above, will be shown in the Declarations

A. Section II - Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

1. In the performance of your ongoing operations; or
2. In connection with your premises owned by or rented to you.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to **Section III - Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

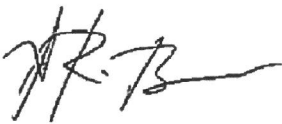
1. Required by the contract or agreement; or

LX4309 (06/14)	Includes Copyrighted Information of the Insurance Services Offices, Inc., with its permission. All Rights Reserved.	Page	1 of 2
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2. Available under the applicable Limits of Insurance shown in the Declarations;
whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations

All other terms and conditions of the policy remain the same.



Authorized Representative

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

ADOPTED**AGENDA ITEM**

Meeting: 07/24/18 07:00 PM

Department: Police

Category: Purchase

Prepared By: Penny Medlock

Department Head: Gary Rikard

Renewal of computer-assisted dispatch maintenance agreement.**RESULT: APPROVED BY CONSENT VOTE [UNANIMOUS]****MOVER:** Emily Elliott, Alderman**SECONDER:** Jack Young, Vice Mayor**AYES:** Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

ADOPTED**AGENDA ITEM**

Meeting: 07/24/18 07:00 PM

Department: Engineering

Category: Purchase

Prepared By: Dena Hathaway

Department Head: Rick McClanahan

**Facility maintenance fee payment to the Tennessee
Department for Environment and Conservation for Fiscal Year
2019.**

RESULT: APPROVED BY CONSENT VOTE [UNANIMOUS]

MOVER: Emily Elliott, Alderman

SECONDER: Jack Young, Vice Mayor

AYES: Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

TN Dept Env & Conservation
 WRS TN Tower, 10th Floor
 312 Rosa L. Parks Avenue
 Nashville TN 37243
 Phone: (615) 532-0065

DWS_WS_C-693

Invoice	INV00000000470007
Date	7/15/2018
Page	1/1

Due Date: 9/15/2018

Bill To:

Customer ID: 312898
 Rick McClanahan
 BARTLETT WWTP #2

6382 STAGE ROAD
 Memphis, TN 38134

Billed	Fee Item	Fee Name	Total
1.00	TN0000765-1-A-1-V	DWS-00605-ANNUAL FEE - CONNECTIONS - 21845	\$28,398.50

Please read the additional information (on the back or enclosed) concerning this invoice

Subtotal	\$28,398.50
Total	\$28,398.50

-----Tear off and mail back above portion with your payment-----

Customer ID: 312898
 BARTLETT WWTP #2
 Rick McClanahan
 6382 STAGE ROAD
 Memphis TN 38134

Invoice
 Date
 Due Date
 Total
 Remit to:

DWS_WS_C-693
 INV00000000470007
 7/15/2018
 9/15/2018
 \$28,398.50
 TN Dept Env & Conservation
 WRS TN Tower, 10th Floor
 312 Rosa L. Parks Avenue
 Nashville TN 37243

Attachment: SKMBT_28318071711340.pdf (2384 : Tennessee Department of Environment & Conservation (TDEC) Annual)

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

ADOPTED**AGENDA ITEM**

Meeting: 07/24/18 07:00 PM

Department: Finance

Category: Presentation

Prepared By: Stefanie McGee

Department Head: Dick Phebus

**Presentation of Debt Obligation Form Related to General
Obligation Capital Outlay Note, Series 2018.**

RESULT: **APPROVED BY CONSENT VOTE [UNANIMOUS]**

MOVER: Emily Elliott, Alderman

SECONDER: Jack Young, Vice Mayor

AYES: Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

ADOPTED**AGENDA ITEM**

Meeting: 07/24/18 07:00 PM

Department: Board of Mayor and Aldermen

Category: Appointment

Prepared By: Jeanie Underwood

Department Head: A. Keith McDonald

Appoint Candace Ward to the Pension Board (Defined Benefit Plan) and the Retirement Plan Committee (Cash Balance Plan).

Candace Ward will fill the position vacated by Cathy Lyon. Her term will expire December 31, 2020.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Emily Elliott, Alderman
SECONDER:	W.C. Pleasant, Alderman
AYES:	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

ADOPTED

RESOLUTION (ID # 2378)

Meeting: 07/24/18 07:00 PM

Department: Finance

Category: Presentation

Prepared By: Dick Phebus

Initiator: Dick Phebus

Sponsors:

DOC ID: 2378

Resolution 22-18, a resolution authorizing the City of Bartlett to participate in the Tennessee Municipal League Risk Management Pool's Safety Partners Loss Control Grant Program.

WHEREAS, the safety and well-being of the employees of the City of Bartlett and the general public is of the greatest importance, and

WHEREAS, all efforts shall be made to provide safe and accident-free operation of the City of Bartlett ambulances and fire trucks, and

WHEREAS, The Tennessee Municipal League Risk Management Pool seeks to encourage the establishment of safe operation of all ambulances and fire trucks, and

WHEREAS, The City of Bartlett wishes to purchase certain emergency communication equipment for up to five ambulances and three fire trucks.

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF BARTLETT, the following:

Section 1. That the City of Bartlett is hereby authorized to submit an application with The Tennessee Municipal League Risk Management Pool's "Safety Partners" Matching Grant Program to obtain certain emergency communication equipment.

Section 2. That the City of Bartlett is further authorized to provide funds not to exceed \$7,200 to serve as a match for any funding provided by the grant.

ADOPTED THIS 24TH DAY OF JULY 2018.

W.C. Pleasant, Register to the
Board of Mayor and Aldermen

A. Keith McDonald, Mayor

Stefanie McGee, City Clerk

COMMENTS - Current Meeting:

Mr. Phebus explained that this resolution allows the city to apply for a safety grant from TML. If the City obtains the grant, it will be used to fund 50 percent of the cost for new emergency equipment for three fire trucks and five ambulances.

RESULT: APPROVED [UNANIMOUS]

MOVER: Jack Young, Vice Mayor

SECONDER: W.C. Pleasant, Alderman

AYES: Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick