



City of Bartlett
A. Keith McDonald, Mayor

BOARD OF MAYOR AND ALDERMEN MEETING MINUTES

TUESDAY, APRIL 23, 2019 - BARTLETT CITY HALL - 7:00 PM

ATTENDANCE

Mayor A. Keith McDonald: Present, Alderman W.C. Pleasant: Absent, 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 Danny Sinquefield, Faith Baptist Church

FUTURE MEETINGS

Board of Education, April 25 at 7 p.m.

Bartlett Station Commission, May 1 at 7:30 p.m.

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

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

Planning Commission, May 6 at 7 p.m.

Beer Board, May 7 at 6 p.m.

Parks and Recreation Advisory board, May 9 at 7 p.m.

RECOGNITIONS

Building Safety Month Proclamation

Mayor McDonald proclaimed May 2019 as No Code No Confidence month in honor of Building Safety Month.

Healthier Tennessee Week Proclamation

Mayor McDonald read a proclamation from Governor Bill Lee declaring the week of April 22 to be Healthier Tennessee Week.

No Smoking poster contest winners

Healthier Bartlett held a poster contest for local elementary schools on the theme of No Smoking.

Sharon Fryman, Healthier Bartlett, announced the contest winners:

Ellendale Elementary
Fourth grade: Mischa Reister
Fifth grade: Isabella Bristow
Overall: Sophie Valadez

Bon Lin Elementary
Fourth grade: Judy Vo
Fifth grade: Jenica Martin
Overall: Payden Pembleton

St. Ann School
Fourth grade: Shannia Bailey
Fifth grade: Angelene Sta Cruz
Overall: Eriel Wilkins

Mrs. Fryman announced that banners will be made of the posters, and will hang in Bartlett parks to discourage smoking.

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

MINUTES ACCEPTANCE

Minutes of the April 9, 2019 Board of Mayor and Aldermen Regular Meeting

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

CONSENT AGENDA

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

- 1 Special event permit for Nesbit Park Trails Classic Foot Race. (Jim Brown, Director of Code Enforcement)**
The event will be held on Sunday, September 15 from 7 a.m. to 4 p.m. at Nesbit Park.
- 2 Purchase of one 3D Laser Scanner. (Glen Williamson, Chief of Police)**
Request to purchase one 3D Laser Printer from FARO Technologies at a total cost of \$62,721.10. Faro Technologies is a sole source provider of these scanners which digitally capture vital crime scene evidence. Funds are available in Account 124.48124.939.
- 3 Bid for BPACC lighting equipment. (Dick Phebus, Director of Finance)**
Recommend accepting the bid from Memphis Audio at a cost of \$56,291.00. Funds are available in Accounts 131.45400.939.05319 and 311.48311.780.59119.

4 Bid for wastewater laboratory analysis. (Rick McClanahan, Director of Engineering)

Recommend accepting the only bid from Waypoint Analytical in the amount of \$24,317. The agreement allows the City to renew for up to two years. Funds are available in Account 510.51400.629.

5 Water contract for Youth Villages-Food with Class. (John Horne, Assistant Director of Engineering)

Developer, Youth Villages, will pay \$15,325.32 in City Fees. The bond is set at \$38,855.50.

6 Planning Commission Report for April 2019. (Kim Taylor, Director of Planning and Economic Development)

Item I - Special use permit for World Acceptance Corporation was forwarded to the Board for approval.

7 Treasurer's Report for March 2019. (Dick Phebus, Director of Finance)

Budgeted Expenditures	\$84,464,781
Year-to-date Expenditures	\$67,018,714
Budgeted Revenues	\$84,464,781
Year-to-date Revenues	\$63,108,609

NEW BUSINESS

I Set a public hearing for May 28, 2019 for Resolution 10-19, a resolution approving a Special Use Permit for World Acceptance Corporation to operate a consumer lending establishment to be located at 6824 Stage Road within the "C-H" Highway Commercial Zoning District. (Kim Taylor, Director of Planning and Economic Development)

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

OPEN DISCUSSION

Alderman Elliott invited the public to the City Beautiful Commission's plant sale April 26-28. All proceeds benefit the work the Commission does around the City.

Fire Chief Terry Wiggins announced that the Fire Department are the Mid-South Champions of the 2019 Vitalant Sirens for Life Blood Drive.

Sharon Fryman, 6056 Sunnymead Cove, reminded the public to participate in the Million-Mile Month as part of Healthier Bartlett. She said Bartlett is currently sixth place in the world, and second to only Tulsa, Okla. in the United States.

ADJOURNMENT

Meeting adjourned at 7:25 PM



City of Bartlett
A. Keith McDonald, Mayor

BOARD OF MAYOR AND ALDERMEN MEETING MINUTES

TUESDAY, APRIL 9, 2019 - 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 John Panzer, New Hope Christian Church

FUTURE MEETINGS

Parks and Recreation Advisory Board, April 11 at 7 p.m.

Historic Preservation Commission, April 15 at 7 p.m.

Bartlett Arts Council, April 16 at 6 p.m.

BPACC Advisory Board, April 16 at 6 p.m.

Design Review Commission, April 16 at 6:30 p.m.

RECOGNITIONS

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

MINUTES ACCEPTANCE

Minutes of the March 26, 2019 Board of Mayor and Aldermen Regular Meeting

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

Minutes Acceptance: Minutes of Apr 9, 2019 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 19-01, an ordinance amending Title 8, Chapters 1, 2 and 3, Sections 8-101(1)(a), 8-202, 8-305 and 8-310 of the Codified Ordinances.

No one spoke for or against Ordinance 19-01.

Adjourned at 7:05 p.m.

UNFINISHED BUSINESS

- I **Third Reading of Ordinance 19-01, an ordinance amending Title 8, Chapters 1, 2 and 3, Sections 8-101(1)(a), 8-202, 8-305 and 8-310 of the Codified Ordinances. (Ed McKenney, City Attorney)**

City Attorney Ed McKenney explained that these amendments are being made to address a business that would like to sell alcohol-infused ice cream. The amount of alcohol is below the amount regulated by the Tennessee Alcoholic Beverage Commission, so the City must do so. Changes must be made to the City's current alcohol/beer ordinances to allow the City to regulate this. This ordinance amends the definition of alcoholic beverage and prohibits sale of alcohol-infused products via a drive-thru and to anyone under 21 years old.

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

CONSENT AGENDA

No Consent Items.

NEW BUSINESS

- I **Resolution 11-19, a resolution to amend the Fiscal Year 2019 General Fund Budget to appropriate \$54,600 for education incentive pay for fire department personnel. (Dick Phebus, Director of Finance)**

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

- 2 **Resolution 12-19, a resolution to request unclaimed balance of accounts remitted to State Treasurer under Unclaimed Property Act. (Dick Phebus, Director of Finance)**

Mr. Phebus explained that these funds were turned over to the State in 2015. The requisite amount of time has passed, and the City is requesting for any unclaimed funds back.

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

3 Resolution 13-19, a resolution to amend the Fiscal Year 2019 Bartlett City Schools Education Capital Project Fund and General Purpose School Fund. (Dick Phebus, Director of Finance)

The Bartlett City Board of Education amended its capital fund to increase funding for the Bartlett Square renovations, Bon Lin Middle School and Appling Middle School gym floors, and Bartlett High School Stadium Lighting.

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

OPEN DISCUSSION

Alderman Simmons asked Public Works Director Mike Adams about the end of leaf-pickup season. Mr. Adams said the City's official leaf-pickup season ended March 31, but Public Works will continue to pick up unbagged leaves on citizens' designated garbage day for the next few weeks.

Alderman Elliott invited the public to the City Beautiful Commission's annual plant sale April 26-28 in front of Holliday Flowers. All proceeds are used by the Commission to beautify the City.

ADJOURNMENT

Meeting adjourned at 7:14 PM

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

A. Keith McDonald
Mayor

Minutes Acceptance: Minutes of Apr 9, 2019 7:00 PM (MINUTES ACCEPTANCE)

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

ADOPTED**AGENDA ITEM**

Meeting: 04/23/19 07:00 PM
Department: Code Enforcement
Category: Special event permit
Prepared By: Valerie Brantley
Department Head: Jim Brown

Special event permit for Nesbit Park Trails Classic Foot Race.

RESULT: APPROVED BY CONSENT VOTE [UNANIMOUS]**MOVER:** Emily Elliott, Alderman**SECONDER:** Jack Young, Vice Mayor**AYES:** 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 38134
Address Zip Code

SEPTEMBER 15, 2019 7:00AM TO 4:00PM
Dates of the Event Hours of the Event

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

CITY OF BARTLETT
Property Owner
MICHAEL D. SAMUELSON 9438 WILLIAM LITTLE DR.
ALTIS ENDURANCE SPORTS, LLC LAKELAND, TN 38002-9475
Special Event Permit Applicant Address of Applicant

901-355-9820 NONE
Phone Number Fax Number

Check all items that apply:

For information call (901) 385-6425.

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

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

\$64.00 Total

Michael D. Samuel 3-25-19
Responsible Person Date

****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: NESBIT PARK TRAILS CLASSIC

Location: NESBIT PARK 5760 YALE RD BARTLETT, TN 38134

Dates: SEPTEMBER 15, 2019

Type of special event: (Check one.)

☒ *Type 1: Noncommercial Events.* 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.

☐ *Type 2: Special Seasonal Events.* 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.

☐ *Type 3: Commercial Events.* Significant commercial events such as tent sales, sidewalk sales, trade shows, merchandise sales, product demonstrations or transient merchants.

☐ *Type 4: Public Attractions.* 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.**

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

☐ *Public property.* 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.

☒ *Public parks.* 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.)

☐ *City sponsorship.* 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.

☐ *Special use permit or site plan.* 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.

☐ *Yard sales.* Yard sales regulated under Article VI, Section 1 of the Zoning Ordinance.

☐ *Auctions/estate sales.* Auctions/estate sale for individual property that is not considered a special event and is conducted by duly licensed auctioneers.

☐ *Business deliveries.* Newspaper delivery or bona fide merchants who deliver goods in the regular course of business.

☐ *Certain solicitations.* 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.

☐ *First Amendment activity.* The dispensing of religious pamphlets or other literature which is protected by the United States Constitution under Freedom of Speech, Religion or Press.

☐ *Political campaigning.* Campaigning for public office.

Performance standards:

	Sub- mitted ✓ or X	OK	N/A		Comments
1			X	<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			X	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			X	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		X		<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		X		The special event shall not impair the normal, safe and effective operation of a permanent use on the same site.	
6		X		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			X	<i>Compliance with other regulations.</i> All structures shall meet all applicable provisions of the Building Code.	
8		X		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				<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				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				<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				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				<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				<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				<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				<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				<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				<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		X		<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			X	<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	X			<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		X	Limitations on signs.	
23		X	Temporary arrangements for parking and traffic circulation.	
24	X		Requirements for screening/buffering and guarantees for site restoration and cleanup following the special event.	
25		X	Modifications or restrictions on the hours of operation, duration of the event, size of the event or other operational characteristics.	
26		X	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		X	The provision of traffic control or security personnel to ensure the public safety and convenience.	
28	X		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.	
36	☒			Location and number of proposed temporary public toilets.	
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.	

NESBIT PARK TRAILS CLASSIC MAP

- 1 - Water only aid station
- 2 - Fire Road aid station
- 3 - Start line for the 50K, marathon, 25K, and half marathon
- 4 - Port-o-lets located on the west side of the parking lot
- 5 - Start line for the 10K
- 6 - Finish line for all five race distances at the east side of the parking lot





City of Bartlett

PARKS & RECREATION

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

March 20, 2019

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

The inaugural Nesbit Park Trails Classic (formerly the annual Stanky Creek 50K Marathon and 25K Half Marathon) has requested to use Nesbit Park on Sunday, September 15, 2019, 7:00 a.m. until 4:00 p.m.

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: Michael D. Samuelson
9438 William Little Dr.
Lakeland, TN 38002-9475
events@altisendurance.com
901-355-9820

Attachment: 5760 YALE RD-NESBIT PARK TRAILS CLASSIC FOOT RACE-2019 (2527 : Foot Race (Run))



CERTIFICATE OF LIABILITY INSURANCE

DATE (1) **6.1.a**
03/26/2019

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 Insurance Management Group 959 E. 4th St. P.O. Box 1600 Marion IN 46952	CONTACT NAME: Margaret Mayers PHONE (A/C, No, Ext): (260) 338-2925 E-MAIL ADDRESS: mmayers@insmgt.com FAX (A/C, No): INSURER(S) AFFORDING COVERAGE INSURER A: National Casualty Company INSURER B: Nationwide Life Insurance Co. INSURER C: INSURER D: INSURER E: INSURER F:	NAIC # 11991 66869
INSURED Road Runners Club of America/2019 and Its Member Clubs 1501 Lee Highway Suite 140 Arlington VA 22209		

COVERAGES

CERTIFICATE NUMBER: 2019 \$1M A.I.

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 ☒ Legal Liability to Participant \$1,000,000 GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:			KRO0000007654500	12/31/2018	12/31/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ Unlimited PRODUCTS - COMP/OP AGG \$ 1,000,000 Abuse and Molestation \$ 500,000
A	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY			KRO0000007654500	12/31/2018	12/31/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 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 \$
B	Excess Medical & Accident (\$250 Deductible/Claim)			SPX0000030282400	12/31/2018	12/31/2019	Excess Medical \$10,000 AD & Specific Loss \$2,500

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

CERTIFICATE HOLDER IS NAMED AS AN ADDITIONAL INSURED AS RESPECTS THEIR INTEREST IN THE OPERATIONS OF THE NAMED INSURED. DATE OF EVENT(S): 9/15/19 Nesbit Park Trails Classic 50K/Marathon/25K/Half Marathon/10K (footrace) INSURED RRCA CLUB/EVENT MEMBER: Altis Endurance Sports, LLC, Att'n: Mike Samuelson, 9438 William Little Drive, Lakeland, TN 38002

CERTIFICATE HOLDER

09/15/19 City of Bartlett 5868 Stage Road Bartlett TN 38134

CANCELLATION

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 Jerry R. Miller

Special Event Permit Application
For
Nesbit Park Trails Classic (a foot race)

Date and time of event: Sunday September 15, 2019 from 7:00 AM to 4:00 PM

Location of Event: Nesbit Park located at 5760 Yale Rd. Event participants will run, jog, or walk either a 50K, marathon, 25K, half marathon, or 10K by running loops on the park's maintained trails to complete the race distance of their choosing.

Name and address of the Race Director:

Mr. Mike Samuelson
9438 William Little Dr.
Lakeland, TN 38002-9475
events@altisendurance.com
Cell/home: 901-355-9820

Narrative description of event: Approximately 200 runners (the event is limited to a maximum of 250 runners) will run loops of the Nesbit Park trails to complete a 50K, marathon, 25K, half marathon, or 10K.

Parking: Event participants will park in the Nesbit Park parking lot and also legally park between the bike lane and the curb on Yale Rd. near the park.

Standards: All performance standards and requirements set forth in the Special Events Checklist have been satisfied.

Portable toilets: Portable toilets will be used and set up on the west side of the Nesbit Park parking lot.

City Services: No city services are requested for this event.

Insurance Coverage: Insurance coverage for this event has been obtained. The appropriate Certificate of Liability Insurance for this event is included in this permit request.

Restoration of site: The restoration of Nesbit Park will be conducted according to required special event standards and conditions of approval.

Proceeds from this event support Youth Villages and Goodwill.

Enclosure (1): Completed Special Event Checklist
Enclosure (2): Nesbit Park Map
Enclosure (3): Insurance Certificate
Enclosure (4) Parks & Recreation Permission Letter

Respectfully submitted,



Mike Samuelson, Race Director

Attachment: 5760 YALE RD-NESBIT PARK TRAILS CLASSIC FOOT RACE-2019 (2527 : Foot Race (Run))

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

ADOPTED**AGENDA ITEM**

Meeting: 04/23/19 07:00 PM

Department: Police

Category: Purchase

Prepared By: Penny Medlock

Department Head: Glen Williamson

Purchase of one 3D Laser Scanner.**RESULT: APPROVED BY CONSENT VOTE [UNANIMOUS]****MOVER:** Emily Elliott, Alderman**SECONDER:** Jack Young, Vice Mayor**AYES:** Elliott, Parsons, Simmons, Young, Sedgwick



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

ADOPTED

AGENDA ITEM

Meeting: 04/23/19 07:00 PM

Department: Finance

Category: Bid

Prepared By: Dick Phebus

Department Head: Dick Phebus

Bid for BPACC lighting equipment.

On March 28, 2019 an ad was placed in *The Daily News*. Three prospective bidders attended the pre-bid conference on April 4, 2019. On April 11, 2019, the City of Bartlett received one bid, which was opened at City Hall.

Bid was received from the following company:

Memphis Audio	\$56,291.00
---------------	-------------

We recommend the bid be awarded to Memphis Audio for a total price of \$56,291.00.

Funds are available in Accounts 131.45400.939.05319 and 311.48311.780.59119.

Thank you for your consideration.

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



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

ADOPTED

AGENDA ITEM

Meeting: 04/23/19 07:00 PM

Department: Engineering

Category: Bid

Prepared By: Dena Hathaway

Department Head: Rick McClanahan

Bid for wastewater laboratory analysis.

The Wastewater Laboratory Analysis was advertised in *The Daily News* on March 14, 2019. The contractors that picked up Bid Documents are as follows:

Waypoint Analytical

On April 4, 2019 the City received one bid for the Wastewater Laboratory Analysis. The only bidder, Waypoint Analytical, submitted a total base bid of **\$24,317** for one year worth of testing. Please award the bid to Waypoint Analytical and also allow the City to take the option to renew for two more years, if we so desire.

Waypoint Analytical is also our current vendor for this testing.

Funding is available in Account 510.51400.629.

Bidder	Total Base Bid
Waypoint Analytical	\$24,317

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

MOVER: Emily Elliott, Alderman

SECONDER: Jack Young, Vice Mayor

AYES: Elliott, Parsons, Simmons, Young, Sedgwick

WASTEWATER LABORATORY ANALYSIS
FY2019-03-038

Vendor #1
 Single bid

DESCRIPTION	UNIT	COST
A. Wastewater Analysis		
Total Suspended Solids	seven/week	3640.00
Carbonaceous BOD (5-day)	eight/week	8736.00
E-Coli	four/week	4368.00
Ammonia Nitrogen	four/week	4368.00
		21112.00
B. Wastewater Chronic Toxicity Analysis		
3-Brood <i>Ceriodaphnia dubia</i> Survival and Reproduction Test	once/year	650.00
7-Day Fathead Minnow (<i>Pimephales promelas</i>) Larval Survival and Growth Test	once/year	650.00
		1300.00
C. Expanded Effluent Testing		
624 Standard VOC Volatile Organics	once/year	100.00
625 SVOC Semi-Volatile Organics	once/year	200.00
Antimony (Total)	once/year	10.00
Beryllium (Total)	once/year	10.00
Cyanide (Total)	once/year	30.00
Silver (Total)	once/year	10.00
Thallium (Total)	once/year	10.00
Total Dissolved Solids	once/year	10.00
Total Hardness	once/year	20.00
Total Phenols	once/year	30.00
		430.00
D. Wastewater Sludge Analysis		
Arsenic	four/year	40.00
Cadmium	four/year	40.00
Copper	four/year	40.00
Lead	four/year	40.00
Mercury	four/year	120.00
Molybdenum	four/year	40.00
Nickel	four/year	40.00
Selenium	four/year	40.00
Zinc	four/year	40.00
Total Nitrogen	four/year	0.00
Nitrite plus Nitrate	four/year	84.00
Total Kjeldahl Nitrogen	four/year	100.00
Ammonia Nitrogen	four/year	84.00
Total Phosphorus	four/year	80.00
Potassium	four/year	40.00
Total Solids	four/year	40.00
Total Volatile Solids	four/year	40.00
Fecal Coliform	7-27/year	567.00
		1475.00
GRAND TOTAL		\$ 24,317.00

Attachment: Wastewater testing (2531 : Wastewater Laboratory Analysis)

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

ADOPTED**AGENDA ITEM**

Meeting: 04/23/19 07:00 PM

Department: Engineering

Category: Contract

Prepared By: Erin Campbell

Department Head: John Horne

Water contract for Youth Villages-Food with Class.

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

MOVER: Emily Elliott, Alderman

SECONDER: Jack Young, Vice Mayor

AYES: Elliott, Parsons, Simmons, Young, Sedgwick

WATER CONTRACT

THIS AGREEMENT, made and entered into this ____ day of _____ 20____, by and between the City of Bartlett, a Municipal Corporation, Party of the First Part, hereinafter called the CITY, and **Youth Villages** party of the Second Part, hereinafter called the DEVELOPER.

W I T N E S S E T H:

WHEREAS, the DEVELOPER has commenced with the development of Youth Villages- Food with Class which property is within the sewer service of the CITY, and the CITY and DEVELOPER mutually agree that the CITY will service and maintain certain utility requirements of the DEVELOPMENT on the following terms and conditions: NOW, THEREFORE, for and in consideration of the mutual promises of the parties each to the other, and the further considerations as hereinafter set forth, it is agreed as follows:

I

The DEVELOPER shall forthwith commence construction of water lines and mains in accordance with the plans and Bartlett Standard Water Main specifications for this fire protection addition. Said plans and specifications shall be approved by the City. The DEVELOPER agrees to diligently pursue completion of the system in a workman-like manner when weather and work conditions permit, to maintain a construction schedule compatible with subdivision construction, and to cause its engineer to submit reproducible as-built plans with the valves marked and referenced to property lines.

II

The DEVELOPER agrees to convey to the CITY all necessary easements upon its property to enable the CITY to maintain the systems to which reference has heretofore been made. This shall be accomplished when the as-built information is prepared and before any bond reduction.

III

The DEVELOPER of this site will provide a bond to the City of Bartlett in the form of an acceptable letter of credit, performance and payment bond, cash bond, or certificate of deposit. This bond will be for 100% of the costs of construction of the water lines and fixtures as shown on the construction drawings. The bond will be reduced to 50% of the total amount upon completion of the project. This 50% level of bond will be maintained by the City for one (1) year to cover any problems which may exist within the one (1) year warranty period.

The DEVELOPER will be declared in default of his contract if and when his project has not been completed and satisfactorily tested and approved by the City of Bartlett within 12 months of the date of this contract, at which time the City of Bartlett may call the bond and the project may be completed with those proceeds.

IV

The water extension costs will be determined and approved by the Bartlett City Engineer for bonding based on the Water Plan as designed by the City of Bartlett Utility Engineer.

V

The DEVELOPER is to pay a fee of \$3,000.00 per Water Connection.

The DEVELOPER agrees to warrant all water main construction and material for one (1) year past The date of Final Acceptance and repair or replace any improvements as deemed necessary by the CITY. The responsibility for the proper maintenance and control of additional users of the tie-ins, shall rest with the CITY. In addition, the DEVELOPER agrees to be responsible for the reasonable cost of replacing any lines or other CITY property destroyed or damaged in the subdivision by parties other than the CITY'S employees and further to pay the reasonable cost of ordinary maintenance until the (1) year Warranty Period expires.

VI

**CITY OF BARTLETT WATER EXTENSION CONTRACT
PAYMENT SCHEDULE – THE DEVELOPER WILL PAY TO THE CITY OF
BARTLETT THE FOLLOWING AMOUNTS AS HEREINBEFORE DETAILED FOR:**

Youth Villages

I. Due at Execution of this Contract and before Construction Begins:

1.	Water Plant Expansion @ 15% of Water Main Cost (Water Main Cost = \$38,855.50)	\$5,828.33
2.	Water System Engineering and Review Fee @ 6% of Water Main Cost	\$2,331.33
3	Water System Inspection Fee (3% of Water Main Cost or \$300.00 per Lot, whichever is greater	\$1,165.67
4	Water Connection Fee @ \$3,000.00 per service (2) Domestic Water Service	\$6,000.00

TOTAL DUE CITY **\$15,325.32**

**III. Upon Execution of this Contract and
Before Construction Begins (BOND)** **\$38,855.50**

IN WITNESS WHEREOF, the parties hereto have affixed their hands and seals at
Bartlett, Tennessee, this _____ day of _____ 20_____.

CITY OF BARTLETT

DEVELOPER – Youth Villages

ATTEST:

CITY CLERK

BONDING COMPANY

LETTER OF CREDIT, APPROVED BY CITY ATTORNEY

BY: _____
CITY ENGINEER

DATE APPROVED BY BOARD OF MAYOR AND ALDERMEN: _____

Attachment: YV Food with Class Water Extension Contract (2533 : Youth Villages Food With Class Water Extension Contract)



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

ADOPTED

AGENDA ITEM

Meeting: 04/23/19 07:00 PM

Department: Planning and Economic Development

Category: Report

Prepared By: Sam Harris

Department Head: Kim Taylor

Planning Commission Report for April 2019.

NEW BUSINESS

Public Hearing - Special Use Permit

I. World Acceptance Corporation, (Consumer Lending Establishment), 6824 Stage Road (Karen Hayes, World Acceptance Corporation)

INTRODUCTION: Ms. Karen Hayes with World Acceptance Corporation is requesting Planning Commission approval of a Special Use Permit for a consumer lending establishment use. The subject property is located at 6824 Stage Road within the “C-H” Highway Business Zoning District.

BACKGROUND: On September 7, 2010, the Planning Commission approved a Special Use Permit for a consumer lending establishment to operate at the applicant’s current location at 2965 N. Germantown Road, Suite 127. The applicant desires to relocate within the City of Bartlett.

DISCUSSION: According to Article V, Chart I of the Bartlett Zoning Ordinance, a Special Use Permit is required in the “C-H” Highway Business zoning district to operate a consumer lending establishment. The applicant will be utilizing an existing unit in the McCullar Turley Commercial Center, a multi-tenant strip center. The surrounding uses include: a car wash, an automobile oil change and lubrication shop, restaurants, a beauty supply store, automobile gas stations with convenience stores, retail shops, a secondhand goods retail shop, a vape shop, a nail salon, an insurance office, and a consumer lending establishment.

Recommend Approval to the Board of Mayor and Aldermen.

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

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

ADOPTED**AGENDA ITEM**

Meeting: 04/23/19 07:00 PM

Department: Finance

Category: Report

Prepared By: Eric Phan

Department Head: Dick Phebus

Treasurer's Report for March 2019.

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

FINANCIAL REPORT

Attachment: Mar19FinRprt (2536 : Treasurer's Report for March 2019.)



City of Bartlett -- Financial Summary

For The Period Ending For The Period Ending March 31, 2019



	FY 2018 Audited Actual	FY 2019 Adopted Budget	Increase/ Decrease in \$	Year-to-Date Actual FY 2018	Year-to-Date Actual FY 2019	Increase/ Decrease in \$	Percent of FY 2018 Actual	Percent of FY 2019 Budget	Increase/ Decrease in %
General Fund Expenditures									
Administrative	\$ 7,033,438	\$ 7,671,514	\$ 638,076	\$ 5,025,644	\$ 5,243,305	\$ 217,661	71.45%	68.35%	-3.11%
Public Safety	26,002,682	27,266,139	1,263,457	19,635,082	20,512,105	877,023	75.51%	75.23%	-0.28%
Public Works	5,917,177	6,322,309	405,132	4,317,387	4,500,624	183,237	72.96%	71.19%	-1.78%
Parks and Recreation	5,509,240	5,775,044	265,804	4,132,185	4,111,249	(20,936)	75.00%	71.19%	-3.81%
Performing Arts	694,404	692,073	(2,331)	516,150	509,928	(6,222)	74.33%	73.68%	-0.65%
Transfers & Other Gen. Fund Items	7,078,856	6,534,019	(544,837)	6,457,522	6,662,260	204,738	91.22%	101.96%	10.74%
Total General Fund Expenditures	\$ 52,235,798	\$ 54,261,098	\$ 2,025,300	\$ 40,083,971	\$ 41,539,471	\$ 1,455,501	76.74%	76.55%	-0.18%
General Fund Revenues									
Property Taxes	\$ 25,476,449	\$ 26,095,000	\$ 618,551	\$ 25,016,361	\$ 25,452,280	\$ 435,920	98.19%	97.54%	-0.66%
Local Taxes	12,904,189	13,565,418	661,229	7,687,010	7,833,927	146,917	59.57%	57.75%	-1.82%
Building and Development Fees	1,755,784	1,816,700	60,916	1,226,357	1,067,672	(158,685)	69.85%	58.77%	-11.08%
Intergovernmental	6,221,427	6,141,000	(80,427)	3,316,478	3,457,997	141,519	53.31%	56.31%	3.00%
Charges for Services	4,276,451	4,238,830	(37,621)	2,891,824	3,099,873	208,048	67.62%	73.13%	5.51%
Court Charges	1,983,487	1,965,000	(18,487)	1,419,783	1,392,364	(27,419)	71.58%	70.86%	-0.72%
Other Revenue	492,679	439,150	(53,529)	355,583	371,813	16,231	72.17%	84.67%	12.49%
Total General Fund Revenues	\$ 53,110,467	\$ 54,261,098	\$ 1,150,631	\$ 41,913,395	\$ 42,675,926	\$ 762,531	78.92%	78.65%	-0.27%
Special Revenue Funds									
Street Aid Fund	\$ 1,524,326	\$ 2,475,000	\$ 950,674	\$ 1,039,266	\$ 1,705,723	\$ 666,457	68.18%	68.92%	0.74%
Solid Waste Fund	6,187,894	6,614,577	426,683	4,785,618	4,986,884	201,266	77.34%	75.39%	-1.95%
General Improvement Fund	710,168	768,800	58,632	601,512	655,787	54,275	84.70%	85.30%	0.60%
Drug Enforcement Fund	219,291	473,500	254,209	191,001	166,621	(24,380)	87.10%	35.19%	-51.91%
DEA Enforcement Fund	21,736	279,200	181,881	14,540	185,342	170,802	66.89%	66.38%	-0.51%
Drainage Control Fund	97,319	120,526	23,207	74,428	75,868	1,441	76.48%	62.95%	-13.53%
Park Improvement Fund	55,000	16,936	(38,064)	55,000	16,936	(38,064)	0.00%	100.00%	100.00%
Grant Funds	1,710,951	0	(1,710,951)	623,420	694,283	70,863	36.44%	0.00%	-36.44%
Special Revenue Funds - Expenditures	\$ 10,526,686	\$ 10,748,539	\$ 221,853	\$ 7,384,785	\$ 8,487,445	\$ 1,102,660	70.15%	78.96%	8.81%
Special Revenue Funds - Revenues	\$ 10,678,972	\$ 10,748,539	\$ 69,567	\$ 6,601,119	\$ 7,178,349	\$ 577,230	61.81%	66.78%	4.97%
Utility Fund									
Total Utility Operations	\$ 7,062,392	\$ 9,812,225	\$ 2,749,833	\$ 5,686,337	\$ 7,377,491	\$ 1,691,154	80.52%	75.19%	-5.33%
Total Utility Debt Expenses	1,305,257	1,356,519	51,262	1,249,412	1,248,880	(532)	95.72%	92.07%	-3.66%
Total Utility Expenses	\$ 8,367,649	\$ 11,168,744	\$ 2,801,095	\$ 6,935,749	\$ 8,626,371	\$ 1,690,622	82.89%	77.24%	-5.65%
Total Utility Revenues	\$ 8,503,886	\$ 11,168,744	\$ 2,664,858	\$ 6,278,740	\$ 6,357,877	\$ 79,137	73.83%	56.93%	-16.91%
Debt Service Fund									
Total Debt Service Expenditures	\$ 8,116,874	\$ 8,471,401	\$ 354,527	\$ 8,011,019	\$ 8,365,427	\$ 354,408	98.70%	98.75%	0.05%
Total Debt Service Revenues	\$ 11,281,685	\$ 8,471,401	\$ (2,810,284)	\$ 9,577,843	\$ 6,896,457	\$ (2,681,386)	84.90%	81.41%	-3.49%
Total Expenditures	\$ 79,247,007	\$ 84,649,782	\$ 5,402,775	\$ 62,415,523	\$ 67,018,714	\$ 4,603,191	78.76%	79.17%	0.41%
Total Revenues	\$ 83,575,009	\$ 84,649,782	\$ 1,074,773	\$ 64,371,097	\$ 63,108,609	\$ (1,262,487)	77.02%	74.55%	-2.47%

Attachment: Mar19FinRprt (2536 : Treasurer's Report for March 2019).



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

ADOPTED

RESOLUTION (ID # 2534)

Meeting: 04/23/19 07:00 PM
Department: Planning and Economic Development
Category: Special use permit
Prepared By: Sam Harris
Initiator: Kim Taylor
Sponsors:
DOC ID: 2534

Set a public hearing for May 28, 2019 for Resolution 10-19, a resolution approving a Special Use Permit for World Acceptance Corporation to operate a consumer lending establishment to be located at 6824 Stage Road within the "C-H" Highway Commercial Zoning District.

WHEREAS, an application for a Special Use Permit for a Consumer Lending Establishment to be located at 6824 Stage Road. This property is in the C-H Highway Commercial Zoning District.

WHEREAS, the Planning Commission held a public hearing and reviewed the proposed application for the Special Use Permit for World Acceptance Corporation (Consumer Lending Establishment) to be located at 6824 Stage Road on Monday, April 1, 2019, in accordance with their regulations and recommended the Special Use Permit; and

WHEREAS, the Board of Mayor and Aldermen held a Public Hearing on the 28th day of May 2019 and approved the Special Use Permit for World Acceptance Corporation (Consumer Lending Establishment) to be located at 6824 Stage Road, subject to the following conditions:

Engineering Conditions: None

Planning Conditions:

1. The applicant shall provide information to the Planning Commission relative to the operation of the business on the subject property (i.e., staffing, hours of operation).
2. The applicant shall obtain Design Review Commission approval prior to installing/changing any signage and making any changes to the exterior storefront.
3. The owner/applicant shall be present at the meeting in order to make decisions relative to any changes that may be suggested by the Planning Commission.
4. The applicant shall be present at the corresponding Board of Mayor and Aldermen meetings to make decisions relative to any changes that may be suggested by the Board of Mayor and Aldermen.

WHEREAS, the Board of Mayor and Aldermen have determined that this Special Use Permit should be approved;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF BARTLETT, TENNESSEE, that the Special Use Permit for a World Acceptance Corporation (Consumer Lending Establishment) to be located at 6824 Stage Road, incorporating the above listed conditions, is approved.

ADOPTED THIS 28th DAY OF MAY 2019.

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

A. Keith McDonald, Mayor

Stefanie McGee, City Clerk

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jack Young, Vice Mayor
SECONDER:	Bobby Simmons, Alderman
AYES:	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 Special Use Permit Approval

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

Requested Special Use Consumer Lending Establishment

Property Address 6824 Stage Road, Bartlett, TN 38134

Present Zoning _____

Owner/Developer Contact Alex Turkey Phone 901-255-2133

Company Name Henry Turkey Company Fax _____

Address 65 Union Avenue Suite 1200 Memphis, TN 38103

Email Address atutley@henryturkey.com

Architect Contact N/A Phone _____

Company Name _____ Fax _____

Address _____

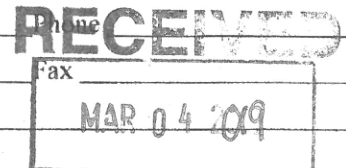
Email Address _____

Engineer Contact N/A

Company Name _____

Address _____

Email Address _____



Submitted by Karen Hayes (printed name) Karen Hayes (signature) 2/26/19 (date)

Email Address Karen.Hayes@WorldAcceptance.com Phone 731-511-0753 Fax 901-388-2603

Acknowledge (by initials in the blank to the left) that the "Application Instructions: Planning Commission" were obtained and read prior to submitting this application.

Attach a checked-off "Special Use Permit Checklist" and all items required therein.

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.

Alex Turkey (print name) [Signature] (signature) 2/8/19 (date)

**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

Special Use Permit Checklist

Plot Plan and Legal Description (each parcel, if more than one)

- ☒ Plot plan, drawn to scale, showing the following information for each parcel (several parcels may be included on one sheet):
- ☐ Adjoining public street rights-of-way
 - ☐ Area (acres)
 - ☐ Present zoning
 - ☐ Requested special use, including purpose (attach statement, one page maximum)
 - ☐ Area in which buildings are proposed to be located, showing setback dimensions from line.
 - ☐ Drainage
 - ☐ Driveways
 - ☐ Parking area
 - ☐ Buffer planting areas
 - ☐ Type and location of any easements
 - ☐ If Site Plan application and approval are necessary, conformance to Tree Ordinance is required.

☐ Other pertinent information as required through staff consultation.

☐ Legal description (may be attached to plot plan).

☐ One (1) PDF file of the plot plan, for display at the Planning Commission meeting.

Vicinity Map

☒ Vicinity map, drawn to a convenient scale, showing the subject property and all parcels within a 1,000-foot radius. Every parcel shall indicate owner's name and the streets, roads or alleys that each parcel fronts upon.

☒ One (1) PDF file of the vicinity map, for display at the Planning Commission meeting.

Property Owners

☒ List of all property owners within 1,000 feet or a minimum of fifty (50) property owners, whichever results in the greater number of owners. A xerographic copy of the mailing labels may serve as the list.

☒ Self-adhesive mailing labels for the list of property owners (two sets).

INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED

Attachment: World Finance SUP app (2534 : Resolution 10-19, SUP for World Acceptance Corporation at 6824 Stage.)

**World Finance Corporation**

2965 N. GERMANTOWN ROAD, SUITE 127
BARTLETT, TN 38133
(901) 388-2334

February 27, 2019

Dear Sir or Madam:

World Acceptance Corporation is a Consumer Finance Company that wants to move our current location to 6824 Stage Road, Bartlett, TN 38134. We want to apply for the code special use permit to operate at the new location.

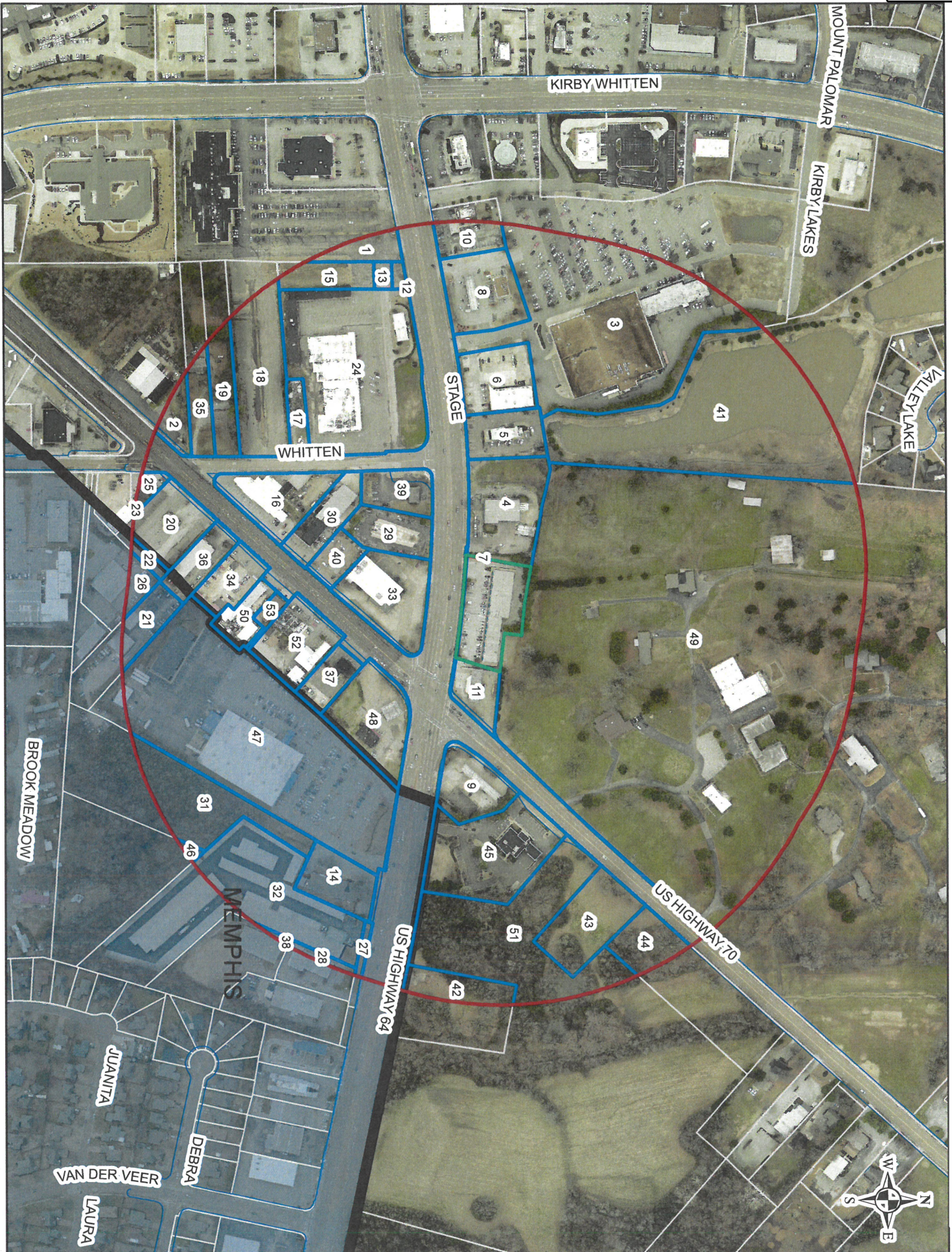
If you have any questions, please feel free contact Karen Hayes at 731-571-0753.

Thank you,

Walter Fouse

cc: Karen Hayes

Attachment: World Finance SUP app (2534 : Resolution 10-19, SUP for World Acceptance Corporation at 6824 Stage.)



Attachment: World Finance SUP app (2534 : Resolution 10-19, SUP for World Acceptance Corporation at 6824 Stage.)

PARCEL ID	OWNER NAME	OWNER ADDRESS	OWNER CITY	OWNER STATE	OWNER ZIP	PARCEL ADDRESS
1	BO157 00902	BARTLETT CINEMA LLC	CORDOVA	TN	38088	6711 STAGE RD
2	BO157 00951C	GARRY MORRISON	BARTLETT	TN	38134	6780 HIGHWAY 70
3	BO157 00879C	KROGER LIMITED PARTNERSHIP ATTN: PROPERTY TAX - 7TH FLOOR	CINCINNATI	OH	45202	2942 KIRBY WHITTEN PKWY
4	BO157 00684C	WASH DEPOT VI INC ATTN: DAVID G MORRELL	MAIDEN	MA	02148	6800 STAGE RD
5	BO157 00814	F & L ENTERPRISES INC ATTN: LISA GARVEY	ALAMO	TN	38001	6780 STAGE RD
6	BO157 00765	AUTOZONE INC #94	MEMPHIS	TN	38101	6770 STAGE RD
7	BO157 00459C	HENRY M TURLEY JR AND MARIAN H KELLY TRUST	MEMPHIS	TN	38103	6822 STAGE RD
8	BO157 00881	JUNIOR FOOD STORES OF WEST FLORIDA INC DBA KWIK SHOP #203	BARTLETT	TN	38134	6740 STAGE RD
9	BO157 00626	RADIANT GROUP OF PROPERTIES LLC	COLLENVILLE	TN	38017	6861 HIGHWAY 70
10	BO157 00763	TACO BELL OF AMERICA INC	INDIANAPOLIS	IN	46280	6720 STAGE RD
11	BO157 00525	SEVEN BROTHERS PROPERTIES LLC	MEMPHIS	TN	38141	6870 STAGE RD
12	BO157 00459	BARTLETT CINEMA LLC	CORDOVA	TN	38088	0 STAGE RD
13	BO157 002872	BARTLETT CINEMA LLC	CORDOVA	TN	38133	6923 STAGE RD
14	092001 00007	ROBERT W PARKER	MEMPHIS	TN	38088	6731 STAGE RD
15	BO157 00287	BARTLETT CINEMA LLC	CORDOVA	TN	72560	6816 SUMMER AVE
16	BO157 00290	NOLEN W CLEAVES TRUST AND MARY N CLEAVES REVOCABLE TRUST	AR	TN	38134	2881 WHITTEN RD
17	BO157 00291	C GARY WILKES	BARTLETT	TN	38088	2873 WHITTEN RD
18	BO157 00292	BARTLETT CINEMA LLC	CORDOVA	TN	37602	2857 WHITTEN RD
19	BO157 00520	VERNON ROBERT L VERNON JR AND MELINDA B V CRICHTON (RS)	JOHNSON CITY	TN	38134	6801 SUMMER AVE
20	BO201 00123	MARIK J HUGHES JR AND ANGIEA HOOTEN-HUGHES	BARTLETT	TN	38134	6807 SUMMER AVE
21	092001 00005	STEWART DAVID	BARTLETT	TN	38134	0 HIGHWAY 70
22	092001 00002	MARIK J HUGHES JR AND ANGIEA HOOTEN-HUGHES	ARLINGTON	TN	38002	2830 WHITTEN RD
23	BO201 00122	DANIEL L & SHIRLEY M ABERNATHY	ARLINGTON	TN	38002	6771 STAGE RD
24	BO157 00460C	BOYD & SONS REAL ESTATE & INVESTMENTS INC	ARLINGTON	TN	38134	6793 SUMMER AVE
25	BO201 00013	DANIEL L ABERNATHY	MEMPHIS	TN	38133	2820 WHITTEN RD
26	092001 00003	ARTHUR G TERHUNE DBA GLENN TERHUNE PLUMBING INC	MEMPHIS	TN	38088	0 HIGHWAY 64
27	092001 00017	M K RICE	CORDOVA	TN	38025	6949 STAGE RD
28	092001 00022	SECURITY BANK ATTN: LOAN OPERATIONS-DEE HART	DYERSBURG	TN	38025	6815 STAGE RD
29	BO157 00753	GUADALUPE PEREZ	MEMPHIS	TN	38133	6815 SUMMER AVE
30	BO157 00717	GRUMPY LLC A TENNESSEE LIMITED LIABILITY COMPANY ATTN: MICHAEL E GORDIN	HORN LAKE	MS	38637	6838 SUMMER AVE
31	092001 00025	DAVID STEWARD	MEMPHIS	TN	38134	0 HIGHWAY 64
32	092001 00009	ESS PRISA LLC DBA PARADIGM TAX GROUP	FARMINGTON HILLS	MI	48331	6937 STAGE RD
33	BO157 00775	CATHERINE PARTNERSHIP	NEW ORLEANS	LA	70130	6860 SUMMER AVE
34	BO201 0016C	DAVID F STEWARD	CORDOVA	TN	38088	6819 SUMMER AVE
35	BO157 00521	ROBERT L VERNON JR AND MELINDA B V CRICHTON (RS)	JOHNSON CITY	TN	37601	2851 WHITTEN RD
36	BO201 00015	DAVID STEWARD	BARTLETT	TN	38134	6809 SUMMER AVE
37	BO201 00019	DUSTIN L & AMANDA G SMITH	ARLINGTON	TN	38002	6843 SUMMER AVE
38	092001 00023	DAVID B NICHOLSON	LEXINGTON	KY	40509	6955 STAGE RD
39	BO157 00454C	VALVOLINE LLC	HORN LAKE	MS	38637	2912 WHITTEN RD
40	BO157 00776	GRUMPY LLC A TENNESSEE LIMITED LIABILITY COMPANY ATTN: MICHAEL E GORDIN	MEMPHIS	TN	38134	6840 HIGHWAY 70
41	BO157 00783	CITY OF BARTLETT	MEMPHIS	TN	38117	6948 STAGE RD
42	BO157 00188	JOHN B MAXWELL JR (TR)	MEMPHIS	TN	38117	0 HIGHWAY 70
43	BO157 00192	JOHN B MAXWELL JR (TR)	MEMPHIS	TN	38117	0 HIGHWAY 70
44	BO157 00434	JOHN B MAXWELL JR (TR)	MEMPHIS	TN	38119	6891 SUMMER AVE
45	BO157 00635C	FIRST TENN BANK NATIONAL ASSN	MEMPHIS	TN	38088	6892 SUMMER AVE
46	092001 00024	M K RICE	CORDOVA	TN	38133	0 HIGHWAY 64
47	092001 00006	MEMPHIS GOODWILL INC	MEMPHIS	TN	38133	6899 HIGHWAY 64
48	BO201 00020	AHMED SHADI	MEMPHIS	TN	38134	6859 SUMMER AVE
49	BO157 00802	TENN BAPTIST CHILDRENS HOMES INC	BRENTWOOD	TN	37024	6866 HIGHWAY 70
50	BO201 00177	JAMES E FERGUSON	BARTLETT	TN	38134	6821 SUMMER AVE
51	BO157 00672	MAXWELL JOHN B MAXWELL JR (TR)	MEMPHIS	TN	38117	0 HIGHWAY 70
52	BO201 00062	GEORGE JERAM AND ANDREA RICHARDS (RS)	STEWART	TN	37175	6841 SUMMER AVE
53	BO201 00063	JAMES E FERGUSON	BARTLETT	TN	38134	6825 SUMMER AVE



Proposed Location