

**Town of Oakland
Board of Mayor and Aldermen
Regular Meeting
Thursday, September 19, 2024
7:00 P.M.
Town Hall Courtroom
AGENDA**

I. Establish Quorum

II. Call to Order

III. Prayer and Pledge of Allegiance

IV. Approval of Agenda/ Additions or Deletions

V. Approval of Minutes

August 15, 2024 – Regular Board Meeting Minutes

August 26, 2024 – Special Call Meeting Minutes

September 3, 2024 – Special Call Meeting Minutes

VI. Special Guest: Oakland Citizen, Bessie Orsby

VII. Citizen Comments

“Open for any Oakland citizens to be heard on items and concerns. Citizens are to be recognized by Chair and come to front of room before speaking. Each speaker shall state their name and address for the record. The Mayor and Board of Aldermen shall make no decision or consideration of action of citizen comments, except to refer to the Town Manager for administrative consideration or to schedule the matter for Mayor & Board of Aldermen consideration at a later date. Speakers shall limit their comments to three (3) minutes unless allowed by Chair. Speaker shall limit their comment to one (1) subject.”

VIII. Comments from the Mayor

IX. Comments from the Aldermen

**Vice Mayor Wiggins
Aldermen Sutton**

**Aldermen Cates
Aldermen Hummel**

Aldermen Fisher

X. Consideration of Department Director Reports:

Police	Fire	Finance	Recorder	Water	Wastewater	Public Works
Building and Codes		Planning & Development		Parks & Rec		

XI. Town Manager's Report

XII. Old Business: Ordinances Second and Final Reading

A. Ordinance 24-09 Amending the Text of the Municipal Zoning Ordinance of the Town of Oakland to Amend ARTICLE III, SECTION 3.20

XIII. New Business: Ordinances on First Reading

- A. Ordinance 24- 10 – Amending Municipal Code Title 9, Business, Peddlers, Solicitors, ETC., Creation of Section 5 Titled “Mobile Food Preparation Vehicles”**
- B. Ordinance 24-11 – Amending Municipal Code Title 4, Chapter 4 – Travel Reimbursement Regulations**
- C. Ordinance 24-12 Amending Municipal Zoning Ordinance 07-04-04, Pertaining to Building Permits and Certificates of Occupancy – Remove “Monetary Deposit Required”**

XIV. Consideration of Resolutions: Old Business

XV. Consideration of Resolutions: New Business

A. NONE

XVI. Other Items of Business Items

- A. Discussion – Update on Oakland Sports Complex Project**
- B. Establish Work-Session – _____, 2024 @ _____ pm**

XVII. Approval of Invoices

XVIII. Motion to Adjourn

Mayor & Board of Aldermen – Regular Meeting

Meeting Minutes

August 15, 2024

Present: Mayor Michael Brown
Vice Mayor Wiggins, Aldermen Cates, Fisher, Hummel & Sutton

Prayer and Pledge of Allegiance to the American Flag

1. **Call to order by Mayor Brown**
2. **Prayer & Pledge of Allegiance to the American Flag**
3. **Establish Quorum**

All present.

Mayor Brown called for a motion to enter an executive session. Alderman Fisher made the motion to enter an executive session. Alderman Sutton seconded the motion. All approved, none opposed. The motion passed.

The Mayor reconvened the regular board meeting at approximately 7:20pm.

4. **Approval of Agenda**

Town Manager Ellis requested that Resolution 24-52, have inserted “*Sealed Bids*” as it relates to the SCADA Project, due to the anticipated cost.

Vice Mayor Wiggins made a motion to approve the agenda as amended. Alderman Cates seconded the motion. All in favor, none opposed. The motion passed.

5. **Reading and Correction/Approval of Minutes of Regular Board**

July 18, 2024 – Regular Board Meeting Minutes

Vice Mayor Wiggins made a motion to approve the July 18, 2024 Regular Board Meeting Minutes. Alderman Hummel seconded the motion. All in favor, none opposed. The motion passed.

6. **Special Item:**

None.

7. **Citizen’s Comments**

Renee Taylor – 185 Fairway Hills Drive – reported incidents of speeding, 50-60 mph in her neighborhood. She requested the board to consider speed bumps as a means of control.

Roy Neuhauser – 290 Countryside Drive – referring to the property tax comparison that Mayor Brown presented last month, pointed out while the property tax was higher in surrounding areas, the crime rates are also higher. He stated majority of people have and are moving to Oakland for the lower tax and crime rate.

He urged the Board to spend the taxpayers' dollars wisely instead of looking to increase property taxes.

Mr. Lindorth – 210 Terry Road – Inquired of Electric Smart Meters in the area. He was directed to contact Chickasaw Electric for information regarding the matter.

8. Communications from the Mayor

Fayette County Mayor Taylor was asked to speak to the Board, as there is a possibility of relocating the ambulance service, which is currently located in Oakland. Mayor Taylor stated a larger site was needed. The hope is to find something available in Oakland.

9. Communication from the Aldermen

Alderman Cates – Commented on the on-going issues of the current trash service

Vice Mayor Wiggins – Thanked Mayor Taylor for speaking.

10. Department Head Reports

None.

11. Town Manager Report

Town Manager Ellis welcomed Lori Rice as Oakland's new Finance Director. Mr. Ellis announced Harley McNeil has achieved a State Plumbing Inspection Certification. Mr. Ellis reported he had been contacted by the Oakland Chamber of Commerce related to the annual Oakland in October Festival, requesting the town to purchase flags, banners and small tote bags, not to exceed \$2000 (two-thousand dollars). Mr. Ellis requested direction of the board; Alderman Hummel agreed it would be good to participate, no-one opposed.

12. Old Business: Ordinances Second and Final Reading

A. Ordinance 24-08 Amending Municipal Code Title 12 International Energy Conservation Code

Vice Mayor Wiggins made a motion to hear Ordinance 24-08. Alderman Fisher seconded the motion to hear.

Vice Mayor Wiggins made a motion to approve the 2nd & Final Reading of Ordinance 24-08. Alderman Fisher seconded the motion. All in favor, none opposed. Ordinance 24-08 passed.

13. New Business: Ordinances First Reading/ Public Hearing

Public Hearing Opened: No one approached to speak. **The Public Hearing Closed.**

A. Ordinance 24-09 Amending the Text of the Municipal Zoning Ordinance of the Town of Oakland to Amend ARTICLE III, SECTION 3.20

Vice Mayor Wiggins made a motion to hear Ordinance 24-09. Alderman Fisher seconded the motion to hear.

Alderman Cates made a motion to approve the 1st Reading of Ordinance 24-09. Alderman Hummel seconded the motion. All in favor, none opposed. Ordinance 24-09 passed

14. Consideration of Resolutions: Old Business

None

15. Consideration of Resolutions: New Business

A. Resolution 24-52 – SCADA Project – Request for Bids Water Department

Vice Mayor Wiggins made a motion to hear Resolution 24-52.

Vice Mayor Wiggins made a motion to approve Resolution 24-52. Alderman Cates seconded the motion. All in favor, none opposed. Resolution 24-52 passed.

16. Other Items of Business

A. Live Stream Audio Options

Town Manager Ellis presented three (3) options, his recommendation being CTI in the amount of \$4,914.84. No action necessary, the amount is within the purchasing guidelines.

B. Out-Sourcing Utility Billing

Town Manager Ellis described the process in outsourced billing and requested feedback from the Board. The town's current cost in materials and postage is estimated at \$51,000 annually. In out-sourcing, the estimated cost \$37,500 annually, a potential savings of \$13,500 annually.

Mr. Ellis stated he would bring a resolution to the Board requesting to solicit bids at the next regular meeting.

C. TCA 2-7-143 / Ordinance 15-5 Governing Signs

Attorney Minor provided an email to the Board, that was sent out in 2022. It addressed the issue of political signs in the right-of-way verses on private property. It is clear the town has the right to enforce the placement of political signs even within the state right-of-way. Right-

of-ways are viewed differently than that of private property, because of the “line of site safety issues” involved. If signs are in right-of-way, the town has total control in accordance with TCA 2-7-143. As for private property, if a sign is placed outside the time-limitations stated in the ordinance (90 days), the signs can technically be removed. If the signs are placed on private property without the owners’ consent, the owner has the right to remove them. Permission must be given to place political signs on both private and public property.

It was determined further discussion on the issue will be taken up in a work-session.

D. Kroger Company Design Review Appeal

A motion was made by Alderman Cates to table until September 2024 Regular Board Meeting. Vice Mayor Wiggins seconded the motion. All voted in favor, none opposed. The motion passed.

E. Establish Work-Session -Monday, August 26, 2024 @ 6pm

The time and date presented to the Board was approved. Items for consideration include fluoridation, Industrial Development Board, Ordinance 15-5, Kroger appeal and food truck ordinance.

15. Approval of Invoices

A motion was made by Alderman Sutton to approve the payment of USA Bluebook invoice #36148 in the amount of \$448.31. Vice Mayor Wiggins seconded the motion. All in favor, none opposed. The motion passed.

16. Meeting Adjourned

Alderman Cates made a motion to adjourn the meeting.

Date: August 15, 2024

H. Michael Brown, Mayor

K. Yvonne Bullard, City Recorder

Mayor & Board of Aldermen –Special Call Meeting, Immediately following Work-Session

Meeting Minutes

- August 26, 2024

Present: Mayor Michael Brown
Vice Mayor Wiggins
Aldermen Frank Cates, Jeff Fisher, Debbie Hummel & Ken Sutton

1. Call to Order

Mayor Brown called to order.

2. Prayer and Pledge of Allegiance

3. Establish Quorum

All were present.

4. Business: Kroger Company Design Review Appeal

A motion was made by Alderman Sutton to hear. Vice Mayor Wiggins seconded the motion. All in favor, none opposed. The motion carried.

Vice Mayor clarified this is an appeal process, a *motion to accept* the Design & Review Boards recommendation “*means Kroger would have to go back to the drawing board*”, where a *motion to reject* the Design Review Boards recommendation *will allow Kroger to proceed*. Attorney Minor stated that was correct, adding that it’s an “up or down vote” according to the procedures of the guidelines.

Hayes Laughlin and Christina Hall were in attendance representing the Design Review Commission. Alderman Cates requested Mr. Laughlin to repeat his comment made in the work-session (previous to this Special Call Meeting) regarding the amendment submitted by Kroger Company to the Mayor and Board dated August 20, 2024. Mr. Laughlin stated until now, he had not seen the information dated August 20, 2024, however based on the brick Kroger added tonight he felt the Design & Review Commission may reconsider its decision at their September 3rd meeting.

Alderman Fisher pointed out that once the issue was tabled at the August 15, 2024 meeting, Kroger reconsidered and is now submitting an amendment at the appeal hearing, which is not the process.

Planning Director Courton reiterated Mr. Laughlin’s comment; the August 20 submission could be presented at the DRC’s next meeting (September 3rd) allowing them to reconsider their past decision, which must be determined at the start of the meeting and requiring an “up or down vote”. In doing so they may reconsider the new elevation submitted Aug. 20th, or possibly, hear it and determine to uphold their August 6th decision. While there is no guarantee of the decision, he interjected it could prove favorable.

Attorney Minor stated the appeals language says, “the Board at this hearing, *shall* consider the record and any other evidence that maybe pertain or requested, and shall either approve or disapprove”. He pointed out that “any other evidence” could be interpreted as, this hearing is on the record and being recorded; and, the Kroger representative has come before the Board on the appeal with a written document committing to add the brick. Attorney Minor stated the building plans being submitted with an inconsistent building permit; the building permit could be denied.

Alderman Sutton made a motion to “accept the build with a new condition that Kroger presented tonight”. Alderman Hummel seconded the motion. All in favor, none opposed. The motion passed.

5. Adjournment

Motion made to adjourn by Alderman Cates.

Date August 26, 2024

H. Michael Brown, Mayor

K. Yvonne Bullard, Town Recorder

CONTEXT OF DISCUSSION: (Taken from August 15, 2024 Regular Meeting)

Oakland’s Planner Ed Courton stated Kroger Company was appealing the Oakland Design and Review Commission’s (DRC) decision dated August 6, 2024, regarding additional brick. Mr. Courton stated the Board was also presented with records and minutes from July 2 and August 6, 2024 DRC meetings, earlier in the week. He pointed out DRC based their decision on the DRC Guidelines. The first step of the DRC’s review is found on page 8, section 2 Architectural Character – talking about exterior building treatments. Reading the Guidelines, the portion dealing with primary materials (75% factor) with exterior walls, exclusive of all windows, doors, roofs and walk-way covers SHALL be materials such as clay brick, stone, marble, limestone or natural wood. The next 2 paragraphs provide flexibility, which the state allows. On a case-by-case basis, the DRC MAY consider alternative materials by a design professional. Mr. Courton stated the DRC offered Kroger Company the compromise of increasing the brick percentage from 5% to 30%. Kroger Company chose to file an appeal instead, that was presented at the August 15, 2024 Regular Board Meeting.

Mr. Courton reiterated to the Town of Oakland Mayor and Board of Aldermen, the appeal must be denied or approved. Approving the appeal is approving Kroger’s July 12, 2024 Building Elevation. In denying the appeal, the motion established by the DRC stands.

Mayor & Board of Aldermen –Special Call Meeting @ 5PM

Meeting Minutes

- September 3, 2024

Present: Mayor Michael Brown
Vice Mayor Wiggins
Aldermen Frank Cates, Jeff Fisher, Debbie Hummel & Ken Sutton

1. Call to Order

Mayor Brown called to order.

2. Prayer and Pledge of Allegiance

3. Establish Quorum

All were present.

4. Agenda Approval:

A motion was made by Vice Mayor Wiggins to approve the agenda. The motion was seconded by Alderman Fisher. All were in favor, none opposed. The motion passed.

5. Kroger Company Design Review Appeal

A motion was made by Vice Mayor Wiggins to hear. Alderman Fisher seconded the motion. All in favor, none opposed. The motion passed.

Alderman Sutton made a motion to reconsider the motion that was approved in the August 26, 2024 Special Call meeting, concerning Kroger's appeal of the Oakland Design Review Commission's decision August 6, 2024, for the purpose of removing the condition attached to that motion. Vice Mayor Wiggins seconded the motion. All in favor, none opposed. The motion passed.

Vice Mayor Wiggins made a motion to reject the (August 6, 2024- Kroger) decision of Oakland DRC. Alderman Sutton seconded the motion. All in favor, none opposed. The motion passed.

6. Resolution 24-53 Authorizing Bid Award for 2024 Roadway Improvements

A motion was made by Vice Mayor Wiggins to hear.

Vice Mayor Wiggins made a motion to approve Resolution 24-53, awarding the bid to Fowler Paving. Alderman Sutton seconded the motion. All in favor, none opposed. Resolution 24-53 passed.

7. Adjournment

Motion made to adjourn by Alderman Cates.

Date: September 3, 2024

H. Michael Brown, Mayor

K. Yvonne Bullard, Town Recorder

Draft

ORDINANCE 24-09

AN ORDINANCE TO AMEND THE TEXT OF THE MUNICIPLE ZONING ORDINANCE OF THE TOWN OF OAKLAND TO AMEND ARTICLE III, SECTION 3.20 TO ALLOW A FENCE TO ENCROACHMENT NO MORE THAN TEN FEET FROM THE CORNER OF THE RESIDENCE BEYOND THE FRONT YARD SETBACK LINE TOWARD THE ROAD

WHEREAS, Section 13-7-201 through 13-7-211 of the Tennessee Code Annotated empowered the Town of Oakland to enact the Oakland Municipal Zoning Ordinance and provide for its administration and enforcement; and,

WHEREAS, the Board of Mayor and Aldermen deem it necessary, for the purpose of promoting the health, safety, morals and general welfare of the Town to amend said Ordinance; and,

WHEREAS, the Oakland Municipal Planning Commission has reviewed said proposed amendment pursuant to Section 13-7-201 of the Tennessee Code Annotated and recommends such amendment to the Oakland Board of Mayor and Aldermen; and

WHEREAS, pursuant to Tennessee Code Annotated, Section 13-7-203 a public hearing was held on August 15, 2024 before this body of which the time and place was published with at least (15) days advanced notice in a newspaper of general circulation.

NOW, THEREFORE, BE IT ORDAINED by the Town of Oakland Tennessee that the Oakland Municipal Zoning Ordinance be amended as follows:

Section 1. That Article III, GENERAL PROVISIONS, Section 3.20 Fences and Walls be amended by the deletion of the first paragraph and the addition of the following new paragraph:

Notwithstanding other provisions of this Ordinance, fences and walls shall not be permitted in any required front yard as established in this Zoning Ordinance, with the exception that a fence may encroach within one of the two front yard setbacks up to but not more than 10 feet notwithstanding any underlying zoning district front yard setback regulation, provided further that no fence shall be permitted within any designated easement area. The front yards for corner lots shall be established for each yard adjacent to a street (see also Yards in Article II). **All fences, regardless of type or material, shall have the finished side facing public rights-of-way, common open areas, parkland or greenbelt areas and other public areas.**

SECTION 2. BE IT FURTHER ORDAINED that this Ordinance shall become effective immediately upon its adoption, THE PUBLIC WELFARE REQUIRING IT.

1st Reading: August 15, 2024

2nd Reading: _____

H. Michael Brown, Mayor

ATTEST: _____
K. Yvonne Bullard, Town Recorder

ORDINANCE 24-10

AN ORDINANCE TO AMEND THE MUNICIPAL CODE, TITLE 9, BUSINESS, PEDDLERS, SOLICITORS, ETC., BY CREATING A NEW SECTION 5 TITLED “MOBILE FOOD PREPARATION VEHICLES”

WHEREAS, the Board of Mayor and Alderman deems it in the best interest of the citizens of the Town of Oakland to enact a new ordinance to further regulate mobile food preparation vehicles;

THEREFORE, BE IT ORDAINED by the Town of Oakland Board of Mayor and Aldermen THAT;

SECTION 1. That Title 9 of the Oakland Municipal Code, entitled "Business, Peddlers, Solicitors, Etc.", is hereby amended by creating a new Section 5 entitled “Mobile Food Preparation Vehicles” to read as follows:

CHAPTER 5: MOBILE FOOD PREPARATION VEHICLES

SECTION

9-501. Purpose.

9-502. Definitions.

9-503. Mobile food preparation vehicles.

9-504. Operational requirements.

9-505. Food handler requirements.

9-506. Equipment standards.

9-507. Maintenance of premises.

9-508. Vehicle sanitation requirements.

9-509. Zoning districts.

9-510. Mobile Ice Cream Truck Operation

9-511. Other

9-512. Termination of Permit

9-501. PURPOSE. The purpose of this chapter is to regulate where and when mobile food preparation vehicles can operate within the Town of Oakland.

9-502. DEFINITIONS. As used in this chapter the following terms shall have the meaning ascribed to them in this section unless clearly indicated otherwise:

1. **Canteen Trucks:** Vehicles that operate to provide food services to employees at a location where access to other good service is impractical (e.g., a construction site); from which the operator vends fruits, vegetables, pre-cooked foods such as hot dogs, pre-packaged foods, and pre-packaged drinks that require no preparation or assembly of foods or beverages except for the heating of pre-cooked foods; which operate at a single location for a period not longer than 1.5 hours; and which do not advertise in any form to the

general public except by virtue of signage on the vehicle. Canteen Trucks that operate other than as defined herein are Mobile Food Preparation Vehicles and must comply with all Mobile Food Preparation Vehicles regulations.

2. **Commissary:** means any State of Tennessee licensed stationary food establishment that serves mobile food dispensers, mobile food facilities, vending machines or other food dispensing operations where;
 - a. Food, containers or supplies are stored;
 - b. Food is prepared or prepackaged for sale or service at other locations;
 - c. Utensils are cleaned; or
 - d. Liquid and solid wastes are disposed of or potable water is obtained.
3. **Food Trucks:** Vehicles from which the operator cooks, prepares, and/or assembles food items (including products sold by Canteen Trucks and Ice Cream Trucks) with the intent to sell such items to the general public and which may market their products to the public via advertising, including social media.
4. **Food Truck Rallies:** Coordinated and advertised gatherings of more than four (4) Food Trucks/ Mobile Food Preparation Vehicles, in one location on a date certain with the intent to serve the public.
5. **Ice Cream Trucks:** Vehicles from which the operator vends only pre-packaged frozen dairy or frozen water-based food products, soft serve, or hand-dipped frozen dairy products or frozen water-based food products, and pre-packaged beverages.
6. **Location:** Any single property parcel and all other parcels that are contiguous or cumulatively contiguous to that owned or controlled by a single or affiliated entities.
7. **Menu change:** A modification of a food establishment's menu that requires a change in the food establishment's food preparation equipment, storage equipment or storage capacity previously approved by the health department. The term "menu change" shall include, but is not limited to, the addition of potentially hazardous food to a menu, installation of new food preparation or storage equipment, or increasing storage capacity.
8. **Mobile Food Service Permit/Vendor Permit:** A permit issued by the Town for the operation of Mobile Food Preparation Vehicles.
9. **Mobile food preparation vehicle:** A mobile food preparation vehicle is any motorized vehicle that includes a self-contained or attached trailer kitchen in which food is prepared, processed or stored and used to sell and dispense food to the ultimate consumer. Mobile units must be mobile at all times during operation. The unit must be on wheels (excluding boats) at all times. Any mobile food unit that removes such wheels or becomes stationary must meet Tennessee Department of Health Regulations 1200-23-01 et. seq. in their entirety. This definition does not include pushcarts as regulated by Town codes and prohibited from selling potentially hazardous foods by the Tennessee Department of Health, nor vehicles from which only ice cream and other frozen non-hazardous food products are sold, nor vehicles operating under a special event permit.
10. **Operate:** To promote or sell food, beverages, and other permitted items from the Mobile Food Service Vehicle and includes all tenses of the work.
11. **Operator:** Any person owning, operating, or permitted to operate a Mobile Food Preparation Vehicles and collectively refers to all such persons.

12. **Restaurants:** Any public place at a fixed location kept, used, maintained, advertised and held out to the public as a place where food and drink are prepared and served to the public for consumption on or off the premises pursuant to the required licenses. Such establishments include, but are not limited to, restaurants, bars, lounges, coffee shops, and cafeterias, dining rooms, eating houses, short order cafes, luncheonettes, grills, tearooms and sandwich shops. To ensure compliance with the Tennessee Food Safety Act, every food service establishment is inspected between one and four times per year, depending on various factors such as the complexity of the food operation and level of active managerial control over foodborne illness risk factors to ensure compliance with the Tennessee Food Safety Act. Current food permits and the most recent inspection report must be displayed in a prominent location for the public to view.
13. **Servicing area:** A mobile food unit servicing area shall be provided and shall include at least overhead protection for any supplying, cleaning, or servicing operation. Within this servicing area, there shall be a location provided for the flushing and drainage of liquid wastes separate from the location provided for water servicing and for the loading and unloading of food and related supplies.
14. **Vehicle:** As used in this article, means every device in, upon, or by which any person or property is or may be transported or drawn upon a highway, excepting devices moved by human power or used exclusively upon stationary rails or track.
15. **Vendor:** A person or company offering something for sale, especially a trader in the street.

9-503. MOBILE FOOD PREPARATION VEHICLES: Mobile food preparation vehicles shall meet all applicable requirements of this article in addition to the requirements outlined as follows:

1. No person shall engage in the business of a Mobile Food Preparation vehicle/ Food Truck, Canteen Truck, Ice Cream Truck or Push cart within the municipal limits without first having obtained a permit required by section 9-713 of the Town's Municipal Code and the State of Tennessee.
2. A mobile food preparation vehicle license, as authorized by the State of the Tennessee and local ordinances, will not be issued to a person unless the following conditions are met:
 - a. No person shall engage in the business of a mobile food preparation vehicle without first having obtained a commissary license or having a written commissary agreement, if required by the Fayette County Health Department.
 - b. Each mobile food preparation vehicle must display its business license number, business name and state and local permit numbers, with letters and numbers at least three inches (3") in height, in a prominent and visible location on the vehicle.
 - c. The driver of the truck must have a valid driver's license, current auto insurance (including liability insurance) and current vehicle registration as required by Tennessee law and enforced by law enforcement authorities.
 - d. The vehicle can only operate in locations zoned as business, commercial or manufacturing.
3. No permit will be issued to any vehicle wishing to operate in an area zoned residential.

4. All current permits must be posted in a conspicuous manner, in compliance with Tennessee Code Annotated, § 68-14-305. (as added by Ord. #2018-001, Feb. 2018)
5. All permits are site specific, location change requires a new permit.
6. If in operation for more than 3 hours, a flushable restroom is required for employee use.
7. Recent Health Department Inspection must be posted and visible to all citizens and authorities at all times.

9-504. Operational requirements:

1. **PARKING IN PUBLIC AREAS:** Mobile food preparation vehicles may not park on public streets, sidewalks, lots, or other public right-of-ways unless otherwise stated by the Board of Mayor and Aldermen.
2. **EXTERNAL SOUND DEVICES:** No mobile food preparation vehicle shall be equipped with any external electronic sound-amplifying device.
3. **NO DETACHED SIGNS ARE PERMITTED:** All signs used must be permanently affixed to, or painted on, the mobile food preparation vehicle and shall extend no more than six inches (6") from the vehicle. No sign shall flash, cause interference with radio, telephone, television or other communication transmissions; produce or reflect motion pictures; emit visible smoke, vapor, particles, or odor; be animated or produce any rotation, motion or movement. Changeable copy signs shall be permitted, but the total area of such signs on the vehicle, when parked and the vehicle is set up to operate, must not exceed thirty (30) square feet. Each message displayed on any electronic changeable copy sign must be static or depicted for a minimum of ten (10) seconds. Transition from one message to another shall be continuous without fade, dissolve, travel or scrolling animation or any other type of movement between messages. Animated video or continuous scrolling of messages is prohibited.
4. **SANITARY COLLECTION:** Vendor must provide for the sanitary collection of all refuse, litter and garbage generated by the patrons using that service and remove all such waste materials from the location before the vehicle departs. This includes physically inspecting the general area for such items prior to the vehicle's departure.
5. **VENDOR PERMIT:**
 - a. Prior to set up of any Mobile Food Preparation Vehicle, a Vendor permit must be obtained from the Town, which shall be valid for one (1) year from date of issuance.
 - b. All permit applications shall include a site plan and must be approved by the Board of Mayor and Aldermen by resolution.
 - c. Mobile food preparation vehicles may only park on private property in locations zoned commercial or manufacturing. Each application shall include a letter of written consent from the property owner or authorized agent for the property owner where the mobile food preparation vehicle will be located, providing consent to the applicant's use of the site and the stated number of parking spaces which may be utilized by the applicant. Subject to any limitations provided for in the permit, a mobile food preparation vehicle may operate at the times and for

the duration provided in its written, signed and notarized letter of consent from the property owner.

- d. Due to the highly perishable nature of seafood and the severity of poisoning that can result, each Vendor who desires to sell uncooked seafood (including all types of fish and shellfish) shall present to the Town a permit from any applicable federal, state, county, or other governing authority with the application.
- e. Each application shall be referred to the chief of police for investigation. Investigations and background checks shall be paid by the applicant and collected along with all other application fees. The police chief shall report his findings to the code enforcement department within seventy-two (72) hours. If the result of such investigation concludes the applicant's moral reputation and/or business responsibility to be unsatisfactory, the code enforcement department shall notify the applicant that his/her application is denied and that no permit will be issued. If, on the other hand, the police chief's report concludes that the moral reputation and business responsibility of the applicant are satisfactory, the code enforcement department shall notify the applicant that his/her application is approved and that a permit will be issued. The code enforcement department shall keep a permanent record of all permits issued.

6. PERMIT SCHEDULE OF FEES.

- a. Each applicant for a permit shall submit with the application a nonrefundable administrative and identification badge fee of two hundred fifty dollars (\$250.00) or such amount sufficient to defray the costs incurred by the Town in processing the application, plus, if necessary, any additional fee to defray the costs of preparing and issuing an identification badge for each person to be authorized to operate under the permit, including the application. Such fees shall be established by the Board of Mayor and Alderman prior to becoming effective. Notwithstanding the provisions of Tennessee Code Annotated, § 67-4-719 and any other law to the contrary, such fee shall be paid prior to the first day of engaging in business.
- b. Upon issuance of the permit, each applicant shall post with the Town's code enforcement department a surety bond running in favor of the Town in the amount of \$2,000.00. The bond shall be conditioned that the permit holder shall comply fully with the provisions of the ordinances of the Town and all statutes and regulations governing the lawful operation of a mobile food preparation vehicle. The surety may be relieved of all further liability by paying the face amount of the bond to the Town in the event a claim by the Town is made.

7. FOOD PRICES: Prices of food shall be prominently displayed.

8. VEHICLE REQUIREMENTS:

- a. Design and Construction. Mobile Food Service Vehicles must be specifically designed and constructed for the purpose of preparation and sale of the specific type of food being sold and may not operate in any manner that is not safe and is

not compatible with the purpose for which the vehicle has been designed and constructed.

- b. Licensing. Mobile Food Service Vehicles must be licensed in accordance with the rules and regulations of any local, state, and federal agency having jurisdiction over motor vehicles and all products sold therein must be properly licensed, permitted, and allowed by local, state, and, federal laws or regulations.
 - c. Unless authorized in writing by the Town, all Mobile Food Service Vehicles are prohibited from operating in public alleys.
9. **BUSINESS ACCESS:** No Mobile Food Service Vehicle may operate in a location that impedes the ingress to, egress from, or signage of another business or otherwise causes undue interference with access to other businesses or emergency areas, paths, or facilities.
10. **DISTANCE BETWEEN UNITS:** A Mobile Food Service Vehicle may not operate within ten (10) feet of any other mobile food service vehicle and no auxiliary, employee and associated business vehicles shall be allowed on the approved site.
11. **TYPES OF COOKING APPARATUSES:** Open flame cooking (other than with a gas range specifically constructed and designed within the Food Truck) either within or outside a Mobile Food Service Vehicle is prohibited; except where such activity is specifically permitted by the Fire Department. Canteen Trucks may have installed within the vehicle a heating apparatus that is used only for serving heated precooked foods provided such apparatus is permitted by state and local regulations. Ice Cream Trucks can have no heating apparatus installed within the vehicle for the purpose of food service.
12. **COMMISSARY:** If the Operator has a fixed, non-mobile establishment or any other place that is used for the storage of supplies, the preparation of food to be sold or served at or by Mobile Food Service Vehicle, or the cleaning and servicing of the Mobile Food Service Vehicle, such a commissary location within the Town cannot be located in any residential zoning district; unless such commissary complies with all applicable zoning regulations and building code requirements.
13. **UTILITIES:** All Mobile Food Service Vehicles shall comply with the version of the electrical code currently adopted by the Town and any power, water, or sewage required for the Mobile Food Service Vehicle shall be self-contained and shall not use utilities drawn from other sources.
14. **FIRE EXTINGUISHERS REQUIRED:** All Mobile Food Service Vehicles must be equipped so as to comply with NFPA 1 and Chapter 17 in NFPA 96, a copy of which shall be provided to the permit holder by the Town at the time of permit issuance.
15. **SUPPORT METHODS:** No Mobile Food Service Vehicle may use stakes, rods, or any method of support that must be drilled, driven, or otherwise fixed, into or onto asphalt, pavement, curbs, sidewalks, or buildings.
16. **PEDESTRIAN SERVICE ONLY:** Mobile Food Service Vehicles operating in the right-of-way shall serve pedestrians only; drive-up, drive-thru, or drive-in service is prohibited.

17. **SPILLS:** To prevent discharges into the storm drain system and river, each Unit shall comply with all storm water regulations of the Town. In addition, each Unit shall have a spill response plan and kit on board to contain and remediate any discharge from the Unit. In the event of a spill, Operators are required to call Oakland Fire and Rescue Department to assist with the clean-up of spills and to determine the need for a more extensive response.
18. **SPILL PLAN:** Food Trucks must post, on the interior of the vehicle, instructions for containing spills; at a minimum such plan should include:
- a. A description of and typical quantities materials that may be spilled; and
 - b. Procedures for containing potentially spilled materials including proper disposal of spilled materials; and
 - c. Procedures for storage, use, handling and transfer of materials to reduce potential for spilling; and
 - d. Emergency notification requirements.
19. **SPILL KIT:** Food Trucks must have a response kit on the vehicle including
- a. A minimum of a five (5) gallon storage and clean-up container capacity with lid; and
 - b. A minimum of ten (10) adsorbent pads and two (2) adsorbent socks or equivalent; and
 - c. A disposable bag adequate to hold contents of spill kit and spilled materials; and
 - d. One (1) pair of disposable gloves.
20. **REFUSE:** The area of a Mobile Food Service Vehicle operation must be kept neat and orderly at all times. Operation of a Mobile Food Service Vehicle, in an area, is deemed acceptance by the Operator of the responsibility for cleanliness of the reasonable area surrounding the operations (not less than twenty (20) feet from all parts of the Vehicle) regardless of the occurrence or source of any waste in the area. The Operator must provide proper trash receptacles for public use that are sufficient and suitable to contain all trash generated by the Mobile Food Service Vehicle during the period of operation at a location. All trash within the area of operations regardless of the source must be removed and all garbage, trash, and trash receptacles must be removed when full and prior to departure of a Mobile Food Service Vehicle from a location.
21. **ALCOHOL SALES:** Food Trucks may not sell alcoholic beverages, except as may be specifically allowed by state law and Town ordinance. Canteen Trucks and Ice Cream Trucks are prohibited from selling alcoholic beverages.
22. **Setback:** All food trucks shall be setback a minimum of twenty (20) feet from any rights-of-way and/or front yard property line.

9-505. FOOD HANDLER REQUIREMENTS: All food handlers shall meet the standards as set forth in Tennessee Code Annotated, § 53-8-108, Tennessee Department of Health Rules and Regulations.

9-506. EQUIPMENT STANDARDS: All mobile food preparation vehicles shall meet the standards as set forth in Tennessee Department of Health Rules and Regulations.

9-507. MAINTENANCE OF PREMISES: All mobile food preparation vehicles shall meet the standards as set forth in Tennessee Code Annotated, § 53-8-102 and Tennessee Code Annotated, § 53-8-103, as well as the Tennessee Department of Health Rules and Regulations.

9-508. VEHICLE SANITATION REQUIREMENTS:

1. Each vehicle shall be constructed so that the portions of the vehicle containing food shall be covered so that no dust or dirt will settle on the food; and such portions of the vehicles which are designed to contain food shall be at least 18 inches above the surface of the public way while the vehicle is being used for the conveyance of food.
2. The food storage areas of each vehicle shall be kept free from rats, mice, flies and other insects and vermin. No living animals, birds, fowl, reptiles or amphibians shall be permitted in any area where food is stored.
3. Hazardous non-food items such as detergents, insecticides, rodenticides, plants, paint and paint products that are poisonous or toxic in nature shall not be stored in the food area of the vehicle.
4. The vehicle shall be enclosed with tops and sides.
5. The vehicle shall not be used for any purpose other than for the purpose described in this chapter.

9-509. AREAS OF OPERATION: Mobile food preparation vehicles are only allowed to operate on sites and Town streets as deemed appropriate by the Board and Mayor of Aldermen during Special Events. In addition, mobile food preparation vehicles are allowed to operate on private property in locations zoned ~~Highway B-2~~ **Commercial and Industrial zoned** districts. Mobile Food Preparation Vehicles are also allowed to operate in any Light Manufacturing and Heavy Manufacturing zones.

9-510: MOBILE ICE CREAM TRUCK OPERATION: An Ice Cream Truck may not operate from the right-of-way at any one location for more than 15 minutes without relocating to another location not less than one-quarter mile from the previous location.

9-511. OTHER:

1. **UNIMPROVED PROPERTIES:** Notwithstanding the existence of an agreement with the owner of the property, a Mobile Food Preparation Vehicle may not operate on an unimproved parcel or portion of an unimproved parcel unless that parcel is paved and has paved ingress and egress.

2. **MAXIMUM NUMBER OF FOOD TRUCKS:** No more than one (1) mobile food truck may operate at any location with coordinated advertising to the public unless a Special Event Permit has been secured.
3. **EXISTING PARKING SPACES.** Mobile food trucks may not require the use of more than twenty percent (20%) of existing parking spaces located on the property for which it has an agreement to operate.

9-512. TERMINATION OF VENDOR'S PERMIT: Violation of this ordinance shall result in the termination of the applicant's Vendor's Permit. Regulation of this section shall be performed by Town of Oakland Law Enforcement and/or the Town of Oakland Code Enforcement.

That this Ordinance shall become effective immediately upon the passage of the second and final reading, the public welfare so requiring.

Passed First Reading: _____

Public Hearing: _____

Passed Second Reading: _____

H. Michael Brown, Mayor

ATTEST:

K. Yvonne Bullard, City Recorder

ORDINANCE 24-11
AN ORDINANCE AMENDING THE TOWN OF OAKLAND
MUNICIPAL CODE OF ORDINANCES,
TITLE 4 CHAPTER 4 TRAVEL REIMBURSEMENT REGULATIONS

WHEREAS, From time to time, members of Oakland's Mayor and Board of Aldermen and employees of the town must travel outside the boundaries of the town to transact business or training on behalf of the Town of Oakland; and

WHEREAS, It is the intent of this policy to assure fair and equitable treatment to all individuals traveling on town business at the town expense.

THEREFORE, BE IT ORDAINED by the Town of Oakland Board of Mayor and Aldermen

SECTION 1. The Travel Reimbursement policy shall be set as specified in Exhibit "A" attached to this ordinance.

SECTION 2. That this Ordinance shall become effective immediately upon the passage of the second and final reading, the public welfare so requiring.

Passed First Reading: _____

Public Hearing: _____

Passed Second Reading: _____

H. Michael Brown, Mayor

ATTEST:

K. Yvonne Bullard, City Recorder

TOWN OF OAKLAND TRAVEL POLICY

Travel expense reimbursement will not be made unless the travel is made, and the reimbursement claimed for travel is in accordance with this travel policy. It is the responsibility of the employee to be familiar with the travel policy and adhere to the policies and procedures within. Deliberate disregard of these regulations while traveling on Town business or filing an intentionally misleading or fraudulent travel claim is grounds for disciplinary action, up to and including termination.

The Town of Oakland, TN Government provides Credit cards to Department Directors which may be used for travel expenses and other purchases that do not require purchase orders. The Credit card Policy and Procedures should be followed when using the Credit card for travel or other approved purchases.

GENERAL POLICY:

1. Travel expenses will be considered for reimbursement only when the funds are available within the requesting departments approved budget. It is the responsibility of the Department Head or Elected Official to verify funds are available before authorizing travel.
2. Travel must be either necessary for the proper execution of official The Town of Oakland, TN business or in justifiable pursuit of the betterment of The Town of Oakland, TN. Professional meetings and conferences must be directly associated with the employee's duties and role within his/her job classification.
3. Expenses associated with travel of an employee's spouse, family or friends will not be reimbursed by The Town of Oakland, TN. Notation of employee's spouse or other individual's traveling with the employee should be noted on any applicable forms or receipts
4. When an employee travels, claims for travel expense reimbursement must be submitted on a The Town of Oakland, TN Travel and Expense Reimbursement Form no later than thirty (30) days after completion of travel (IRS requirement). Blank Forms are available at the Finance Department.

TRAVEL REIMBURSEMENT REQUEST FORMS:

1. The Town of Oakland, TN Travel Reimbursement Request Form must be used to obtain reimbursement for travel expenses when a The Town of Oakland, TN Credit card is not used for travel.
2. The Travel Reimbursement Request Form must be itemized and properly completed. Totals must be provided for each column, and the grand total of the claim must be shown. Legible original detailed receipts must be attached. All costs incurred are subject to audit before reimbursement is issued. All information necessary to support the claim must be disclosed, including the full nature, purpose and details of the travel.
3. In the event of multiple employees traveling together, a separate Travel Reimbursement Request Form must be completed by each employee seeking reimbursement for travel expenses. If one employee has paid for another employee, the name and reason must be noted on the receipts and the reimbursement form.

TOWN OF OAKLAND
TRAVEL POLICY

4. All Travel Reimbursement Request Forms must be signed by the person filing the claim as well as his/her department head before a claim will be accepted. Signatures must be original.

5. Unexpected expenses must have detailed receipts with a detailed explanation of any deviation from policy.

Mileage:

1. If an employee is furnished a town-owned vehicle, mileage will not be allowed. Town owned vehicles have a fuel card assigned to the vehicle. If for any reason the town fuel card does not process, the employee may use the Town Credit card if available or will be reimbursed for out-of-pocket expenses.

2. If an employee must use their personally owned vehicle, mileage will be reimbursed based on the rate set by the Internal Revenue Service as of January 1st of each year. The Travel Reimbursement Request Form must indicate the employee's origin and destination, purpose of business and must show the mileage.

3. Employees may use MapQuest to calculate mileage to destinations. The Town does not reimburse employees for normal commuting mileage, therefore; procedures for calculating mileage when using a personal vehicle are as follows:

a. If an employee begins or ends a trip at his/her official workstation, reimbursable mileage will be the mileage from the official workstation to the destination.

b. If work is performed by the employee in route to his/her official workstation, reimbursable mileage is computed by deducting the employee's normal commuting mileage from the actual mileage driven.

c. If an employee begins or ends his/her trip at his/her residence without stopping at his/her official station, reimbursable mileage will be the lesser of the mileage from the employee's residence to his/her destination or his/her official station to the destination. On weekends or holidays, the employee may be reimbursed for the actual mileage from his/her residence to the destination.

d. If an employee travels between destinations without returning to his/her official workstation or his/her residence, the actual mileage between those destinations is reimbursable.

Air Travel:

1. Air travel reservations should be made as far in advance as possible to take advantage of reduced fares. The Town of Oakland, TN will pay only the cost of the lowest coach class fare available. Individuals may not deliberately patronize a single airline to accumulate frequent flyer miles if less expensive tickets are available on another airline.

2. Airline baggage fees for up to (2) bags will be reimbursed.

TOWN OF OAKLAND
TRAVEL POLICY

3. Fees for handling of promotional equipment or materials if required for training/presentations will be allowed.

Ground Transportation:

1. COURTESY CARS – Many hotels have courtesy cars which will take you to and from the airport at no charge. The hotel will generally have a well-marked courtesy phone at the airport if this service is available. Employees should take advantage of this free service whenever possible.

2. AIRPORT SHUTTLE OR BUS – Airport shuttles generally travel to and from major hotels for a minimal fee. Airport shuttles or busses are generally located near the airport's baggage claim area and can be less expensive than cabs if available.

3. TAXI FARES – In traveling between hotels or other lodging and meeting or conference sites, reasonable taxi fares with receipt will be allowed.

4. RENTAL CARS – Rental of vehicles can be costly. This form of transportation should be utilized only when a Town provided auto is not available and the use of a personal vehicle is not an option. The use of a rental car should be approved by the Budget Director.

5. TOLLS AND FERRY FEES – Reasonable tolls and ferry fees will be allowed if a necessity for transportation.

6. PARKING – Necessary charges for airport and overnight hotel parking will be allowed. The costs of parking tickets, fines, car washes, valet service, etc. are the responsibility of the employee and will not be reimbursed by the Town. Receipts must be furnished for airport and hotel parking. The lowest cost (economy) parking will be reimbursed.

Lodging:

1. Reservations for lodging will be made by the employee traveling or the Department Head. If available, a town issued credit card is to be used for the room reservation.

a. Department Heads are encouraged to use their town issued credit card for travel and other approved purchases when possible.

b. Employees who do not have a town credit card issued to them, that choose to pay out-of-pocket, will be reimbursed for the expenses in accordance with this Travel Reimbursement Policy.

c. If other means of payment for lodging are not an option, a check may be requested for a room by presenting documentation supporting the request. A request for a check must be submitted in ample time to allow for Accounts Payable to process & mail; and, for the check to be received and processed by the entity.

2. Lodging reimbursements shall not exceed the convention rate negotiated by the convention host and the lodging entity. Provide a convention brochure or registration form as documentation.

TOWN OF OAKLAND TRAVEL POLICY

* Exception: Non-Conference travel rates will be reimbursed at the average rate of hotels within a 5-mile radius.

3. It is the Department Head/Elected Official or their designee's responsibility to ensure the rates are adhered to by the employee. If the rates are not followed, the employee may not receive the full amount requested to be reimbursed. If a Town Credit card was used for travel, the employee may be requested to reimburse the Town for amounts that are over the policy rates.

4. Lodging receipts are required listing itemize the room charges and taxes by date.

5. In the event a room is shared by employees and the room is charged to a Town issued credit card, the employee with the room's charges on their statement should list the individual's names staying in the room.

6. In the event a room is shared by employees who are being reimbursed, both employees should attach an explanation to his/her travel claim detailing dates and other employee's names who shared the room. The lodging cost may be claimed by the employee who incurred the cost, or one half the double occupancy charges may be allowable for each employee.

Meals and Incidentals:

1. If available, the employee should use a Town issued credit card for payment of meals and incidentals.

2. The maximum rates that an employee will be reimbursed for meals and incidentals (M & I) will be \$50.00 (fifty dollars) per full day and \$25.00 (twenty-five dollars) per half day. Receipts are required and meals will not be reimbursed if receipts are not provided.

3. The purchase of alcohol or tobacco products will not be reimbursed.

TRAVEL ADVANCES:

1. Travel advances will be granted under extraordinary circumstances. If other options of payment are not available, an employee may request a travel advance. A request for temporary travel advance should be sent to the Town Manager two weeks prior to departure date with the estimated expenditures for the travel. This advance will be charged to the appropriate line item for the travel within the department's budget.

2. Each employee receiving a temporary travel advance for the first time must sign a payroll deduction authorization form which will allow the town to recover the advance from any salary owed the employee in the event of termination of employment or failure to submit a travel claim. This deduction from payroll should be used as a last resort in the event all other efforts to collect the advance have failed.

3. Upon return, the employee should submit an expense claim detailing the actual expenditures in accordance with this Travel Reimbursement Policy. This expense form should be reviewed by the Department Head and Finance Director to ensure that all travel policies were followed. This claim should be the total allowable expenses with the advance amount being subtracted from the total expenses.

TOWN OF OAKLAND
TRAVEL POLICY

4. The claims should be forwarded to the Accounting Department to be matched with the advance. If the advance exceeds the actual expenses, the employee should attach his/her personal check to the Travel Reimbursement Request Form for the difference.

5. Any balance representing expenditures more than the advance will be reimbursed to the employee and charged to the appropriate line item where the advance originated within the department's budget.

EXTENDED TRAVEL:

1. Special arrangements should be made in advance with the Town Manager/Mayor for employees on extended travel. This provision is to cover employees attending schools or institutes and employees performing auditing, investigative or like duties that may require absence from their official stations for more than one month.

HONORARIUMS:

1. The ability of an employee to accept any honorarium from private entities is limited to those occasions that are not in violation of the Code of Ethics of The Town of Oakland, TN. Generally, receiving honorariums from public or quasi-public entities, community organizations, or non-profit charitable or educational organizations are permissible if the honorarium is not given to persuade the employee to perform or refrain from performance of an act that the employee would be expected to perform, or refrain from performing, in the regular course of his/her duties. Should an employee accept a permissible honorarium, the employee must complete a gratuity form and file it with the Town Clerk's office.

OTHER EXPENSES:

1. Elected Officials/Town Manager may occasionally incur expenses for group breakfast, luncheons, or dinners for business purposes that are appropriate in the conduct of official Town business. Such events should be occasioned by a meeting of long duration or by circumstances where it is more feasible to provide meals than to recess the meeting. Expenses for meals for employees occasioned by meetings or work sessions called by an Elected Official/Town Manager are allowed. A detailed receipt or other satisfactory documentation which includes listing the individuals attending the meeting or work session is required for reimbursement. The Elected Official/Town Manager should use a town issued credit card for these type purchases when available and are subject to the Policy and Procedures therein.

3. Elected Officials may occasionally host guest of the State or conduct other official business (seminars/training), whereby reasonable cost of food and related cost will be reimbursed. When available, a town issued credit card should be used for these type functions. Detailed receipts and supporting documentation detailing how the event is relevant to the duties of the department will be required for reimbursement. Extreme or extravagant cost are not reimbursable.

4. Extreme or excessive cost are prohibited and will not be reimbursed.

ORDINANCE 24-12
AN ORDINANCE AMENDING THE TOWN OF OAKLAND
MUNICIPAL ZONING, ORDINANCE 07-04-04,
BUILDING PERMITS AND CERTIFICATE OF OCCUPANCY

WHEREAS, The Town of Oakland, through its Building and Codes Department collects fees for various construction activities within the Town, including a refundable “*monetary deposit*”; and

WHEREAS, Oakland Municipal Zoning Ordinance #07-04-04 calls for a deposit to be paid by the building contractors for the purpose of ensuring the builders to properly maintain a safe and sightly construction site.

NOW THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen that:

Section 1. Oakland Municipal Zoning Ordinance #07-04-04 is hereby amended by deleting Section 11.2, 5b, and 5c1 in its entirety:

(5b) Monetary deposit required. A refundable deposit in the amount of \$500 (five hundred dollars) is required for each residential and commercial lot. Said deposit will be refunded to the applicant if it has been demonstrated during the course of construction that erosion control practices have remained in place and have not been breached and construction debris and waste have been controlled.

(5c) Revocation of deposit. Any violation not corrected within two working days from date of verbal or written notice by the town official or his designate will be considered a breach of the permit.

1. Should it become necessary for the city to correct any violation, a fee will be deducted from the deposit and the remaining balance returned to the applicant upon completion and inspection of the project. Should said fee results in an amount in excess of the deposit the applicant will be required to pay the balance.

Section 3. The provisions of this ordinance shall be included and incorporated in the Municipal Zoning Code as an addition or amendment thereto and shall be appropriately renumbered to conform to the uniform numbering system of the Code.

Section 4. This ordinance shall become effective upon final passage, the public welfare requiring it.

PASSED on the first reading of the Mayor and Board of Aldermen at a regular meeting thereof on the _____ day of _____, 2024.

PASSED on the second reading by the Mayor and Board of Aldermen at a regular meeting thereof on the _____ day of _____, 2024.

H. Michael Brown, Mayor

ATTEST:

K. Yvonne Bullard, Town Recorder

DRAFT



ELEVATIONS - CONCESSION PAVILION
OAKLAND SPORTS PARK - PHASE 2
 HIGHWAY 64 OAKLAND, TN

A200

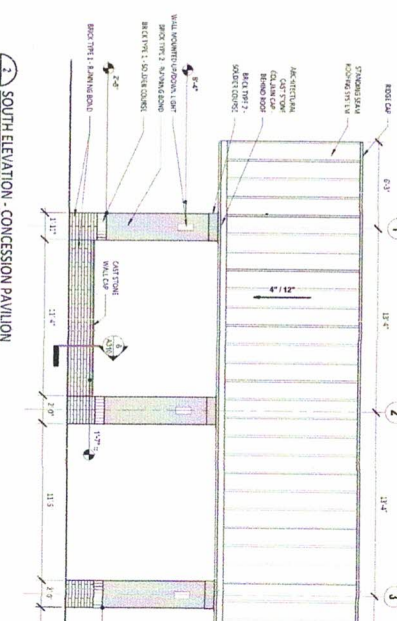
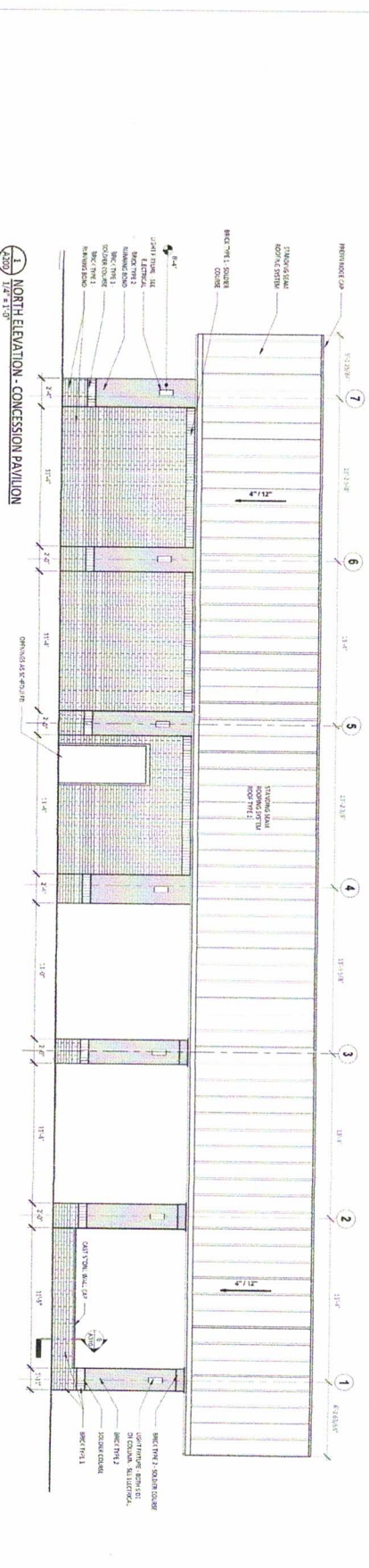
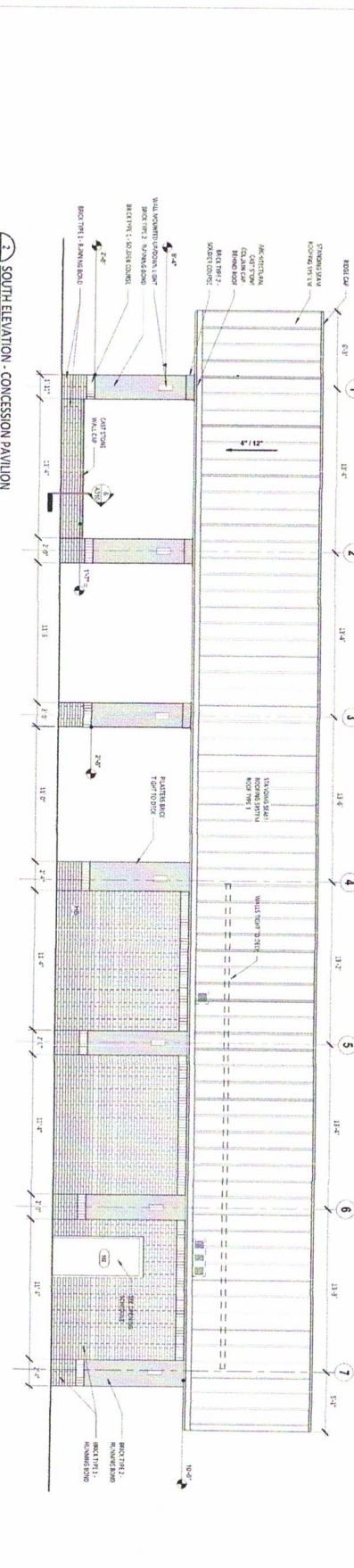
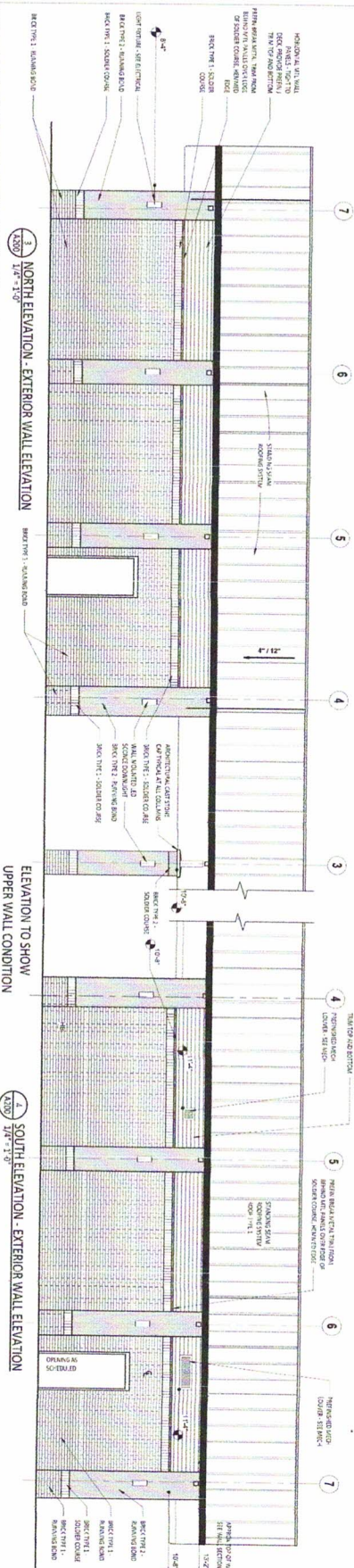
ELEVATION TO SHOW
UPPER WALL CONDITION

1 NORTH ELEVATION - EXTERIOR WALL ELEVATION
1/8" = 1'-0"

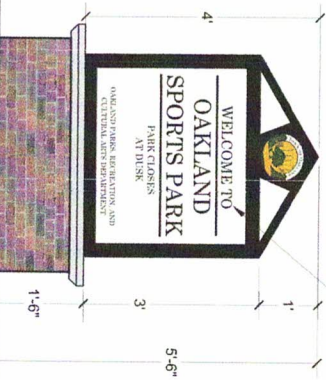
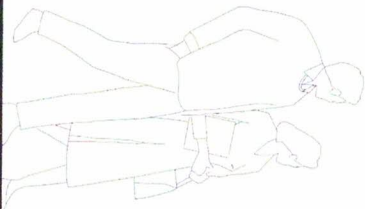
2 SOUTH ELEVATION - EXTERIOR WALL ELEVATION
1/8" = 1'-0"

3 SOUTH ELEVATION - CONCESSION PAVILION
1/8" = 1'-0"

4 NORTH ELEVATION - CONCESSION PAVILION
1/8" = 1'-0"



DATE: 11/11/11
 PROJECT NO.: 11-1111
 DRAWN BY: J. L. L. L.
 CHECKED BY: J. L. L. L.
 APPROVED BY: J. L. L. L.
 11/11/11



OAKLAND SPORTS PARK

SIGNAGE

OAKLAND, TN

MAJOR: JAS HAYDEN 4450 Oakland Avenue, Clarksville, TN 37040
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