



CITY OF SPARTA  
6 Liberty Square  
P.O. Box 30  
Sparta, Tennessee 38583  
931.836.3248  
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www.spartatn.com

# AGENDA

## BOARD OF MAYOR AND ALDERMEN

*Thursday, August 6, 2026 - 5:00 PM*  
*Sparta City Hall, 2<sup>nd</sup> Floor*

Invocation

Pledge of Allegiance

1. Approval of the Minutes of the July 16, 2026 regular meeting.

### **PUBLIC HEARING**

There will be a Public Hearing regarding a rezoning request, made by Susan Passno. The request is to rezone from C-A to R-B one parcel at 7 Marshall Street (tax map 059B, group B, parcel 004.00). This was approved by the Sparta Planning Commission on July 7, 2026.

### **ORDINANCES**

2. Approve Ordinance No. 26-1005 on first reading, an Ordinance to rezone from C-A to R-B one parcel at 7 Marshall Street (tax map 059B, group B, parcel 004.00). This was approved by the Sparta Planning Commission on July 7, 2026.
3. Approve Ordinance No. 26-1006 on first reading, an Ordinance to Amend Title 9 of the Sparta Municipal Code pertaining to prorated fees and To Prohibit overnight parking for Mobile Food Vendors.
4. Approve Ordinance No. 26-1007 on first reading, an Ordinance to Amend Title 14, Chapter 2 of the Sparta Municipal Code to add Section 208 to establish a fee for Zoning Compliance Letters issued by the Codes Department.

### **RESOLUTIONS**

5. Approve Resolution No 26-627, a resolution amending Section 11, Part "Q – Recording and Camera Devices" of the Employee Handbook.

### **PURCHASING**

6. Authorize taking sealed bids for the purchase and installation of a 15' dump body with air tailgate to be mounted on a Freightliner Truck. This is a budgeted item.
7. Authorize the purchase of a 2026 Ford F-150 Crew Cab 4wd XL Pickup in the amount of \$45,532.00 from Two Rivers Ford for the Fire Department. This is on State Contract #88786. This is a budgeted item.



8. Authorize taking sealed bids for the rehab of the railroad walking bridge.
9. Authorize taking sealed bids for the asbestos and demo removal of the Old Baker School.
10. Approve Change Order #3 for the Water Plant Flocculators Improvement Project.

#### **UTILITIES**

11. Approve charge off of bad debts for the Electric / Water Departments.

#### **PERSONNEL**

12. Approve the hiring recommendation for the position of Water Plant Operator-in-training, due to the resignation of Tara Poston.
13. Approve the hiring recommendation for the position of Street Laborer, due to the resignation of Zachery Robertson.

#### **APPOINTMENTS**

14. Approve the appointment of Jim Ward to the Upper Cumberland Airport Board.

#### **STREETS**

15. Approve the street light request for pole #287 on Allen Drive.

#### **BEER BOARD**

*Procedural Note: Suspend meeting of Board of Mayor and Aldermen  
Convene as Beer Board*

1. Application for On-Premises Beer Permit. Armando Luviano Ruiz for Casas Real Mexican Grill located at 555 W. Bockman Way, Sparta, TN 38583.

*Procedural Note: Declare business of Beer Board finished  
Reconvene as Board of Mayor and Aldermen*

#### **MISCELLANEOUS**

16. Department head Reports.
17. Other NEW business.
18. UNFINISHED business
19. Citizens Comments from Sparta Citizens (3-minute limit).
20. Adjourn.

*The City of Sparta is an equal opportunity provider and employer.*

# *MINUTES*

July 16, 2026

The Board of Mayor and Aldermen of the City of Sparta, White County, Tennessee, met in a scheduled meeting at Sparta City Hall, at 5:00 PM on the 16th day of July 2026, with Mayor Jerry Lowery presiding.

**Members Present**

Vice-Mayor Bobby Officer  
Alderman Jim Floyd  
Alderman Hoyt Jones  
Alderman Travis McBride  
Alderman Judy Payne  
Alderman Brent Young

**Members Absent**

Status of other city staff members were:

|                 |                                    |         |
|-----------------|------------------------------------|---------|
| Tonya R. Tindle | City Administrator / City Recorder | Present |
| Dillard Quick   | Public Works Director              | Present |
| Caroline Sapp   | City Attorney                      | Present |
| Nick Dunn       | Police Chief                       | Absent  |
| Kevin Powers    | Fire Chief                         | Present |
| Mike O'Neal     | Codes Enforcement                  | Absent  |
| Belva Bess      | Electric Manager                   | Present |
| Tonia Wilson    | Finance Director                   | Present |

A quorum was present and notice had been previously mailed to all members and the news media. Mayor Lowery called the meeting to order. Travis McBride led a prayer and Vice-Mayor Officer led the Pledge of Allegiance.

There was a motion by Alderman Payne with a second by Alderman Jones to approve the minutes of the July 2, 2026 regular called meeting, which had been previously mailed to all board members and read by each member prior to the meeting. All voted "Aye" by voice vote. Motion passed.

There was a motion by Vice-Mayor Officer with a second by Alderman Jones to approve Ordinance No. 26-1003 on second and final reading, an Ordinance establishing a temporary moratorium on New Data Center Development within the City of Sparta for a period of One-Hundred Eighty (180) days and pending review of proposed Zoning Regulations and Development Standards. The roll call was as follows:

Alderman Floyd.....Yes  
Alderman Jones.....Yes  
Alderman McBride.....Yes  
Vice-Mayor Officer.....Yes  
Alderman Payne.....Yes  
Alderman Young.....Yes  
Mayor Lowery.....Yes  
The motion passed.

There was a motion by Alderman McBride with a second by Alderman Jones to approve the bid of \$707,940.00 to John T. Hall Construction for the 2022 CDBG Sewer System Rehabilitation Grant Project. The roll call was as follows:

Alderman Floyd.....Yes  
Alderman Jones.....Yes  
Alderman McBride.....Yes  
Vice-Mayor Officer.....Yes  
Alderman Payne.....Yes  
Alderman Young.....Yes  
Mayor Lowery.....Yes  
The motion passed.

There was a motion by Alderman Jones with a second by Vice-Mayor Officer to approve the low bid of \$466,900.00 to Nitzschke Communications, Inc. for the 2026 Water Line Replacement Project. The roll call was as follows:

|                         |     |
|-------------------------|-----|
| Alderman Floyd.....     | Yes |
| Alderman Jones.....     | Yes |
| Alderman McBride.....   | Yes |
| Vice-Mayor Officer..... | Yes |
| Alderman Payne.....     | Yes |
| Alderman Young.....     | Yes |
| Mayor Lowery.....       | Yes |
| The motion passed.      |     |

There was a motion by Alderman Floyd with a second by Alderman Payne to approve the purchase of a 2026 Silverado 3500HD 4 WD CC Diesel Truck for the Public Works Department in the amount of \$57,267.80 from Wilson County Motors. State Contract #209. This is a budgeted item. The roll call was as follows:

|                         |     |
|-------------------------|-----|
| Alderman Floyd.....     | Yes |
| Alderman Jones.....     | Yes |
| Alderman McBride.....   | Yes |
| Vice-Mayor Officer..... | Yes |
| Alderman Payne.....     | Yes |
| Alderman Young.....     | Yes |
| Mayor Lowery.....       | Yes |
| The motion passed.      |     |

There was a motion by Alderman Young with a second by Alderman Payne to approve the purchase of a 2026 Ford Police Interceptor Utility AWD for the Police Department in the amount of \$58,398.00 from Lonnie Cobb Ford. State Contract #209. This is a budgeted item. The roll call was as follows:

|                         |     |
|-------------------------|-----|
| Alderman Floyd.....     | Yes |
| Alderman Jones.....     | Yes |
| Alderman McBride.....   | Yes |
| Vice-Mayor Officer..... | Yes |
| Alderman Payne.....     | Yes |
| Alderman Young.....     | Yes |
| Mayor Lowery.....       | Yes |
| The motion passed.      |     |

There was a motion by Alderman Floyd with a second by Alderman Payne to approve the Finance Director's May financials. All voted "Aye" by voice vote. Motion passed.

There was a motion by Alderman Payne with a second by Alderman McBride to approve the hiring recommendation of Austin Lowery for Street Department, due to the resignation of Sean Poston. All voted "Aye" by voice vote. Motion passed.

There was a motion by Vice-Mayor Officer with a second by Alderman Jones to approve the proposal from PTA Consulting to perform an Employee Compensation Study for under \$20,000.00. This was a budgeted item. The roll call was as follows:

|                         |     |
|-------------------------|-----|
| Alderman Floyd.....     | Yes |
| Alderman Jones.....     | Yes |
| Alderman McBride.....   | Yes |
| Vice-Mayor Officer..... | Yes |
| Alderman Payne.....     | Yes |
| Alderman Young.....     | Yes |
| Mayor Lowery.....       | Yes |
| The motion passed.      |     |

There was a motion by Vice-Mayor Officer with a second by Alderman Payne to approve the following expired board appointments; Planning Commission: Emilee Roberts to September 2028, John Farris and Hoyt Jones to September 2030, Robert Oakes and Jason Deltoro to September 2030; Sparta Housing Authority: Leon Elligan to April 2030 and Annette King to April 2031; Parks and Recreation: Travis McBride to December 2028, Megan Choate to December 2030, Brian Jones to December 2029, and Daniel Marcum to December 2031; Industrial Development Board to July 2032, and Historic Zoning Commission: Suzanne Dickerson and John Rippeberger to October 2029 and Macey Gurley to October 2030. All voted "Aye" by voice vote. Motion passed.

The mayor declared the Board to be in session as the Beer Board.

There was a motion by Vice-Mayor Officer with a second by Alderman Payne to approve the On-Premise beer permit for Barry Klein D/B/A KLN Cycle Design, located at 8 Depot Street. All voted "Aye" by voice vote. Motion passed.

The mayor declared the session of the Beer Board closed.

There was a motion by Alderman Jones with a second by Alderman Young to authorize making the intersection at Sewell Drive and Turntable Road a 3-way stop and approving up to \$5,000 for the cost of installing lighted stop signs and painting stop bars. The roll call was as follows:

|                         |     |
|-------------------------|-----|
| Alderman Floyd.....     | Yes |
| Alderman Jones.....     | Yes |
| Alderman McBride.....   | Yes |
| Vice-Mayor Officer..... | Yes |
| Alderman Payne.....     | Yes |
| Alderman Young.....     | Yes |
| Mayor Lowery.....       | Yes |
| The motion passed.      |     |

There was a motion by Alderman McBride with a second by Alderman Jones to authorize painting crosswalks at North Main Street and at Rhea Street. All voted "Aye" by voice vote. Motion passed.

Department heads placed their reports in the agenda and Aldermen asked questions.

Citizens comments were heard: Erbie Price commented on boat ramp.

No additional items were discussed.

There being no further business, there was a motion to adjourn by Vice-Mayor Officer with a second by Alderman Payne. All voted "Aye" by voice vote. Motion passed. The meeting was adjourned at 5:23 P.M.

Read and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2026

\_\_\_\_\_  
Jerry Lowery, Mayor

ATTEST:

\_\_\_\_\_  
Tonya R. Tindle, City Recorder

# *PUBLIC HEARING*

### **NOTICE OF PUBLIC HEARING**

The Sparta Board of Mayor and Aldermen will hold a public hearing on August 6, 2026 at 5:00 p.m. at Sparta City Hall concerning a request for a rezoning request, made by Susan Passno. The request is to rezone from C-A to R-B one parcel at 7 Marshall Street (tax map 059B, group B, parcel 004.00). This was approved by the Sparta Planning Commission on July 7, 2026. The public is invited to attend.





## ***AGENDA ITEM #2***

## ORDINANCE

|                                                                                                                                                    |                                                                      |
|----------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------|
| <b>AN ORDINANCE<br/>AUTHORIZING THE<br/>REZONING OF A PARCEL ON<br/>MARSHALL STREET FROM<br/>(C-A) COMMERCIAL “A” TO<br/>(R-B) RESIDENTIAL “B”</b> | <b>ORDINANCE # 26-1005</b>                                           |
|                                                                                                                                                    | Requested By: Sparta Municipal Planning Commission                   |
|                                                                                                                                                    | Prepared By: Tonya Tindle                                            |
|                                                                                                                                                    | Approved as to form and correctness:<br><br>_____<br>(City Attorney) |
|                                                                                                                                                    | Passed 1 <sup>st</sup> Reading:                                      |
|                                                                                                                                                    | Passed 2 <sup>nd</sup> Reading:                                      |
|                                                                                                                                                    | Minute Book                      Page                                |
|                                                                                                                                                    |                                                                      |

WHEREAS, the Sparta Board of Mayor and Aldermen, in accordance with Section 13-7-203 and 13-7-204 of the Tennessee Code Annotated, may from time to time, amend the zoning ordinance and related maps; and

WHEREAS, the Sparta, Tennessee Municipal Planning Commission met on July 7, 2026 and voted to recommend to the Board of Mayor and Aldermen that the Zoning Map of Sparta, Tennessee be changed from C-A to R-B for a certain parcel of property; and

WHEREAS, the Sparta, Tennessee Board of Mayor and Aldermen held a public hearing on August 6, 2026, after adequate public notice; and

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF SPARTA, TENNESSEE THAT:

Section 1. The Zoning Map, Sparta, Tennessee March 2012” is hereby amended by changing the zoning classification of property at 7 Marshall Street (Map 059B, Group B, Parcel 004.00) from Commercial C-A to Residential R-B and;

Section 2. This ordinance shall take effect upon final passage, subsequent to a necessary public hearing, the public welfare requiring it.

## ***AGENDA ITEM #3***

## ORDINANCE

|                                                                                                                                                                                                         |                                                                      |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------|
| <b>AN ORDINANCE TO AMEND<br/>TITLE 9 OF THE CITY OF<br/>SPARTA, TENNESSEE<br/>MUNICIPAL CODE FOR<br/>MOBILE FOOD VENDORS TO<br/>RESTRUCTURE FEE<br/>SCHEDULE AND TO PROHIBIT<br/>OVERNIGHT PARKING.</b> | ORDINANCE # 26-1006                                                  |
|                                                                                                                                                                                                         | Requested By: Codes Department                                       |
|                                                                                                                                                                                                         | Prepared By: Tonya Tindle, City Administrator                        |
|                                                                                                                                                                                                         | Approved as to form and correctness:<br><br>_____<br>(City Attorney) |
|                                                                                                                                                                                                         | Passed 1 <sup>st</sup> Reading:                                      |
|                                                                                                                                                                                                         | Passed 2 <sup>nd</sup> Reading:                                      |
|                                                                                                                                                                                                         | Minute Book                      Page                                |

**WHEREAS**, Chapter 9 of the Municipal Code for the City of Sparta, Tennessee pertains to Mobile Food Vendors; and

**WHEREAS**, the Sparta, Tennessee Board of Mayor and Aldermen, may from time to time, amend the fee schedule and operational requirements pertaining to Mobile Food Vendors; and

**WHEREAS**, the Board further finds that allowing mobile food vendors to remain parked overnight on the same location without authorization is inconsistent with the intended temporary nature of mobile food vending operations; and

**NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND BOARD OF ALDERMEN OF SPARTA, TENNESSEE THAT:**

**SECTION I.** The following paragraphs of Title 9, Chapter 9, Section 904 of the Sparta Municipal Code is amended to read as follows:

**9-904. Issuance or Refusal of Permit.** *Each application shall be reviewed by the city clerk's office and police department. The city clerk's office shall report the results of the investigation within three (3) business days. A non-refundable application fee of twenty dollars (\$20.00) shall be assessed at the time of application. There is hereby imposed on the business of maintaining a Mobile Vendor License an annual privilege fee of one hundred dollars (\$100.00). Any person, firm, corporation, joint stock company, syndicate, or association engaged in the operation of a Mobile Food Truck shall remit the privilege fee on January 1, and on each successive January 1, to the City of Sparta, Tennessee. At*



*the time a new permit is issued to any Mobile Food Vendor subject to this privilege fee, the permit holder shall be required to pay the privilege fee on a prorated basis for each month or portion thereof remaining until the next fee payment date. If the permit holder fails to renew their permit by January 31, they will be subject to an additional background check and the associated fees of one hundred and twenty (\$120.00) dollars. Permit fees are non-refundable. No permit shall be transferable.*

**SECTION II:** The following paragraphs of Title 9, Chapter 9, Section 910 of the Sparta Municipal Code is amended to add subsection (16) to read as follows:

**9-910. Operational requirements.**

**(16) Overnight Parking Prohibited.** A mobile food vendor operating under a permit issued pursuant to this chapter shall not remain parked in the same location overnight. For purposes of this subsection, "overnight" means any period during which the vendor is not actively engaged in authorized business operations and remains in the same location beyond the close of business until the following day. The city may grant written permission for a mobile food vendor to remain overnight at an approved location when the vendor is participating in a city-approved special event or other event specifically authorized by the city. Any vendor remaining overnight without such written authorization shall be in violation of the conditions of the mobile food vendor permit and shall be subject to any penalties, suspension, or revocation authorized under this chapter.

**SECTION III: Be it enacted by the Board of Mayor and Alderman of the city of Sparta, Tennessee. This ordinance shall become effective immediately upon final adoption thereof, the public welfare requiring it.**

Passed 1<sup>st</sup> reading \_\_\_\_\_, 2026

Passed 2<sup>nd</sup> reading \_\_\_\_\_, 2026

Publication Date \_\_\_\_\_, 2026

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Jerry Lowery, Mayor

ATTEST:

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Tonya R. Tindle, City Recorder

## ***AGENDA ITEM #4***

## ORDINANCE

|                                                                                                                                                                          |                                                                        |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------|
| <b>AN ORDINANCE AMENDING<br/>TITLE 14, CHAPTER 2,<br/>SECTION 14-208 TO<br/>ESTABLISH A FEE FOR<br/>ZONING COMPLIANCE<br/>LETTERS ISSUED BY THE<br/>CODES DEPARTMENT</b> | ORDINANCE # 26-1007                                                    |
|                                                                                                                                                                          | Requested By: Sparta Codes Department                                  |
|                                                                                                                                                                          | Prepared By: Tonya Tindle                                              |
|                                                                                                                                                                          | Approved as to form and correctness:<br><br><div>(City Attorney)</div> |
|                                                                                                                                                                          | Passed 1 <sup>st</sup> Reading:                                        |
|                                                                                                                                                                          | Passed 2 <sup>nd</sup> Reading:                                        |
|                                                                                                                                                                          | Minute Book                      Page                                  |

WHEREAS, the City of Sparta desires to recover a portion of the administrative costs associated with researching, preparing, and issuing zoning compliance letters; and

WHEREAS, the City Council finds that establishing a reasonable fee for such services promotes efficient administration of the City's zoning regulations and is in the public interest;

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF SPARTA, TENNESSEE THAT:

Section 1. Title 14, Chapter 2, Section 14-208 of the Sparta Municipal Code is hereby amended by adding the following subsection:

**Zoning Compliance Letters.** The Codes Department is authorized to issue zoning compliance letters upon request for the purpose of verifying the zoning classification of property and whether the existing use or structure appears to comply with the City's zoning regulations based upon available records.

A fee of **Fifty Dollars (\$50.00)** shall be paid prior to the issuance of each zoning compliance letter. The fee shall be non-refundable and shall be deposited into the City's general fund unless otherwise directed by the annual budget or fee schedule.

A zoning compliance letter is provided for informational purposes only and shall not constitute a zoning permit, building permit, certificate of occupancy, legal opinion, or guarantee of compliance with all applicable federal, state, or local laws.



**SECTION 2.** If any section, subsection, sentence, clause, or provision of this ordinance is declared invalid or unconstitutional by a court of competent jurisdiction, such declaration shall not affect the validity of the remaining portions of this ordinance.

**SECTION 3.** This ordinance shall take effect from and after its final passage, the public welfare requiring it.

Passed 1st reading \_\_\_\_\_, 2026

Passed 2nd reading \_\_\_\_\_, 2026

Publication date \_\_\_\_\_, 2026

**CITY OF SPARTA**

\_\_\_\_\_  
Jerry Lowery, Mayor

ATTEST:

\_\_\_\_\_  
Tonya R. Tindle, City Recorder

## ***AGENDA ITEM #5***

## RESOLUTION

|                                                                                                                                   |                                                                        |
|-----------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------|
| <b>A RESOLUTION TO AMEND<br/>THE HUMAN RESOURCE<br/>MANUAL SECTION 11, PART<br/>Q, REGARDING RECORDING<br/>AND CAMERA DEVICES</b> | RESOLUTION #26-627                                                     |
|                                                                                                                                   | Requested By: Mayor                                                    |
|                                                                                                                                   | Prepared By: Mayor                                                     |
|                                                                                                                                   | Approved as to form and correctness:<br><br><div>(City Attorney)</div> |
|                                                                                                                                   | Passed 1 <sup>st</sup> Reading:                                        |
|                                                                                                                                   | Passed 2 <sup>nd</sup> Reading:                                        |
|                                                                                                                                   | Minute Book                      Page                                  |

**WHEREAS,** The City of Sparta is committed to providing a safe, secure, and efficient workplace for employees, elected officials, volunteers, contractors, visitors, and the public.

**WHEREAS,** The City recognizes that properly managed video surveillance systems are valuable tools for protecting individuals, safeguarding municipal property, deterring criminal activity, preserving evidence, promoting accountability, and supporting the effective delivery of public services.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Mayor and Alderman of the City of Sparta that:

**SECTION 1: PURPOSE:** The purpose of this policy is to establish uniform standards governing the installation, operation, maintenance, access, retention, protection, and lawful use of City-owned video surveillance systems while respecting individual privacy rights as protected by law.

**SECTION II. AUTHORITY:** This policy is adopted by the Board of Mayor and Aldermen of the City of Sparta, Tennessee, by Resolution and shall apply to all City departments, offices, facilities, vehicles, equipment, properties, and operations where City-owned surveillance systems are installed or utilized. This policy shall be administered by the City Administrator under the direction of the Mayor and Board of Mayor and Aldermen.

### **Q. RECORDING AND CAMERA DEVICES**

Use of electronic recorders by city employees are prohibited, except when the use of an audio recorder is part of the employee's job responsibilities as strictly defined within his/her job description. Electronic recordings are allowed during

official City meetings and other various board meetings. Audio recordings may also be utilized during disciplinary hearings for documentation purposes at the discretion of the City Administrator. Employees are hereby notified that City-owned property, buildings, work areas, vehicles, equipment, parking areas, and other municipal facilities may be monitored by video surveillance. Employees acknowledge that activities conducted on City-owned property, in City-owned vehicles, or while using City-owned equipment may be subject to video surveillance. Except in locations where privacy is protected by law, employees shall have no expectation of privacy while performing official duties on City property or while using City-owned equipment or vehicles.

Nothing in this policy authorizes surveillance in areas where privacy is protected by federal or state law.

### **EMPLOYEE RESPONSIBILITIES**

Employees shall not:

- Disable surveillance equipment
- Disconnect power or network connections
- Cover or block cameras
- Obstruct camera views
- Redirect cameras
- Damage surveillance equipment
- Remove surveillance equipment
- Tamper with surveillance systems
- Access recordings without authorization
- Copy recordings without authorization
- Photograph recordings without authorization
- Download recordings without authorization
- Release recordings without authorization
- Delete or alter recordings
- Attempt to circumvent surveillance systems

Employees who observe or become aware of damaged, malfunctioning, or tampered surveillance equipment shall immediately notify their supervisor, Department Director, Human Resources, the City Administrator, or the Mayor.

Failure to report known tampering or intentional interference with surveillance equipment may itself constitute grounds for disciplinary action.

**SECTION III.** The provisions of this ordinance shall become effective immediately upon passage, the public welfare requiring it.

Passed 1st reading \_\_\_\_\_, 2026

Passed 2nd reading \_\_\_\_\_, 2026

Publication date \_\_\_\_\_, 2026

## ***AGENDA ITEM #6***

Authorize taking sealed bids for the purchase and installation of a 15' dump body with air tailgate to be mounted on a Freightliner Truck. The current quote came in at over the \$25,000.00 purchasing limit.  
This is a budgeted item.

## ***AGENDA ITEM #7***

# Two Rivers Ford

TWO RIVERS FORD



Contract # 88786

Date: 07/20/26

| Government Agency     |                          |
|-----------------------|--------------------------|
| Agency Name           | City of Sparta Fire dept |
| Street Address        |                          |
| City, State, Zip Code |                          |

| Dealer               |                        |
|----------------------|------------------------|
| Dealership Name      | Two Rivers Ford        |
| Street Address       | 76 Belinda Parkway     |
| City State, Zip Code | Mount Juliet, TN 37122 |

|          |  |
|----------|--|
| FIN Code |  |
|----------|--|

|                    |       |  |
|--------------------|-------|--|
| SWC 209 CONTRACT # | 88786 |  |
|--------------------|-------|--|

| QTY                                                           | ORDER NUMBERS | VEHICLE DESCRIPTION (BODY CODE)                                                                                                                                                          | UNIT PRICE  | LINE TOTAL  |
|---------------------------------------------------------------|---------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|-------------|
| 1                                                             | TBD           | 2026 Ford F150 Crew Cab 4wd XL pickup<br>(W1L-101A)<br>5.0 Liter V-8 w/ 10 speed transmission<br>Exterior Vermillion Red<br>Interior Slate vinyl<br>Options<br>See attached build sheet. | \$42,277.00 | \$42,277.00 |
|                                                               |               |                                                                                                                                                                                          |             | \$3,255.00  |
| If needed, you may attach an additional list of order numbers |               |                                                                                                                                                                                          |             |             |
| TOTAL PURCHASE                                                |               |                                                                                                                                                                                          |             | \$45,532.00 |

| Government Agency Representative |  |
|----------------------------------|--|
| Signature                        |  |
| Printed Name/Title               |  |
| Date                             |  |
| Email                            |  |
| Telephone                        |  |

| Dealership Sales Representative |                          |
|---------------------------------|--------------------------|
| Signature                       |                          |
| Printed Name/Title              | John Hamby               |
| Date                            | 07/20/26                 |
| Email                           | jhamby@tworiversford.com |
| Telephone                       | 615-631-6569             |

By signing this document, I confirm that I have authorized the selling dealer to place a vehicle order under my FIN code for the stated orders listed above. I understand that placing an order does not guarantee production.

By signing this document, I confirm that I have received authorization from the stated Purchaser to place a vehicle order under their FIN code. I understand that the information on this form is subject to audit.



CITY OF SPARTA  
Requisition for Supplies

Date Issued: 7-28-26 Requisition # 1587  
Date Wanted: 8-5-26 Order # \_\_\_\_\_

TO BE PURCHASED FROM:

DEPARTMENT: Fire Two Rivers Ford  
REQUISITIONER: Kevin Powers 76 Belinda Pkwy  
DEPT. HEAD: Kevin Powers Mount Juliet TN 37122

SUGGESTED VENDORS:

1. State Contract #88786
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

TO BE DELIVERED TO:

715 N. Spring St  
Sparta TN 38583  
\_\_\_\_\_  
\_\_\_\_\_

| Item # | Qty | Description                       | Account Chge To | Amount      |
|--------|-----|-----------------------------------|-----------------|-------------|
|        | 1   | 2026 Ford F-150 Crew Cab 5.0L V-8 | 42200-944       | \$45,532.00 |
|        |     |                                   |                 |             |
|        |     |                                   |                 |             |
|        |     |                                   |                 |             |
|        |     |                                   |                 |             |
|        |     |                                   |                 |             |

COMPETITIVE PRICES:

State Contract #88786  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

APPROVED:

Joneya Jewell  
City Administrator

## ***AGENDA ITEM #8***

Authorize taking sealed bids for the rehab of the  
Railroad Walking Bridge.

## ***AGENDA ITEM #9***

Authorize taking sealed bids for the asbestos removal and demo of the Old Baker School Building.

This is being paid for by the State Brownfield Redevelopment Area Grant (BRAG).

## ***AGENDA ITEM #10***

### CHANGE ORDER NO.: 3

|                |                                                           |                                 |           |
|----------------|-----------------------------------------------------------|---------------------------------|-----------|
| Owner:         | City of Sparta, TN                                        | Owner's Project No.:            |           |
| Engineer:      | Hethcoat and Davis, Inc.                                  | Engineer's Project No.:         | 1005-42   |
| Contractor:    | Herrick Company Inc (HCI)                                 | Contractor's Project No.:       |           |
| Project:       | 2024 Sparta Water Treatment Plant Flocculator Improvement |                                 |           |
| Contract Name: |                                                           |                                 |           |
| Date Issued:   | 7/31/2026                                                 | Effective Date of Change Order: | 7/31/2026 |

The Contract is modified as follows upon execution of this Change Order:

**Description:**

Sixteen additional openings in end baffle walls with 10 more stainless steel diffusers.

**Attachments:**

Baffle wall submittal w/ changes, Cost letter from HCI – dated July 27, 2026, cost breakdown email dated July 27, 2026, cost evaluation by H&D dated July 28, 2026: 4 pages total attached.

**Change in Contract Times**  
[State Contract Times as either a specific date or a number of days]

| Change in Contract Price                                                                    |  | Change in Contract Times                                                                  |                       |
|---------------------------------------------------------------------------------------------|--|-------------------------------------------------------------------------------------------|-----------------------|
| Original Contract Price:                                                                    |  | Original Contract Times:                                                                  |                       |
| \$ 994,500.00                                                                               |  | Substantial Completion:                                                                   | 270                   |
|                                                                                             |  | Ready for final payment:                                                                  | 300                   |
| <del>[Increase]</del> <del>[Decrease]</del> from previously approved Change Order No. 1-2 : |  | <del>[Increase]</del> <del>[Decrease]</del> from previously approved Change Orders No.1-2 |                       |
| \$ 22,468.00                                                                                |  | Substantial Completion:                                                                   | 211                   |
|                                                                                             |  | Ready for final payment:                                                                  | 211                   |
| Contract Price prior to this Change Order:                                                  |  | Contract Times prior to this Change Order:                                                |                       |
| \$ 1,016,968.00                                                                             |  | Substantial Completion:                                                                   | 481                   |
|                                                                                             |  | Ready for final payment:                                                                  | 511                   |
| <del>[Increase]</del> <del>[Decrease]</del> this Change Order:                              |  | <del>[Increase]</del> <del>[Decrease]</del> this Change Order:                            |                       |
| \$ 44,330.00                                                                                |  | Substantial Completion:                                                                   | 0                     |
|                                                                                             |  | Ready for final payment:                                                                  | 0                     |
| Contract Price incorporating this Change Order:                                             |  | Contract Times with all approved Change Orders:                                           |                       |
| \$ 1,061,298.00                                                                             |  | Substantial Completion:                                                                   | 481 (August 19, 2026) |
|                                                                                             |  | Ready for final payment:                                                                  | 511 (Sept 18, 2026)   |

|                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                 |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p style="text-align: center;">Recommended by Engineer (if required)</p> <p>By: <u>Heidi Schanno</u></p> <p>Title: <u>Senior Engineer</u></p> <p>Date: <u>7/31/2026</u></p> <p style="text-align: center;">Authorized by Owner</p> <p>By: _____</p> <p>Title: _____</p> <p>Date: _____</p> | <p style="text-align: center;">Accepted by Contractor</p> <p>_____</p> <p>_____</p> <p>_____</p> <p style="text-align: center;">Approved by Funding Agency (if applicable)</p> <p>N/A</p> <p>N/A</p> <p>N/A</p> |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|



July 31, 2026

File 1005-42

Hon. Jerry Lowery, Mayor  
City of Sparta  
PO Box 30  
Sparta, TN 38583  
Via email to [j.lowery@spartatn.gov](mailto:j.lowery@spartatn.gov)

**Re: 2024 Sparta Water Treatment Plant Flocculator Improvements  
Change Order 3: Additional Baffle Wall openings for startup – Cost**

Dear Mayor Lowery:

Change Order number 3 is being submitted for review at the upcoming Mayor and Board of Alderman Meeting, in the amount of \$44,330.00. This would increase the overall construction contract amount to HCI Construction from \$994,500.00 (original amount) to \$1,061,928.00 (New contract total with Change Orders 1 -3), an overall 6.7 % increase.

Change Order 3 was requested by operating staff at the water plant to ensure that the velocity into the sedimentation basin was reduced with all the flow going into half the operating basin during startup. This required double the openings in the end wall going into the sedimentation basins. The work included cutting additional openings as well as adding stainless steel flow diffusers to these additional openings. Much of the cost is for the stainless steel material. We have reviewed the cost proposal by HCI dated July 27, 2026 (attached). We did adjust the overhead and profit to the contractual 15% and do recommend the adjusted \$44,330.00 for approval.

Please contact me if you have any questions at my cell phone at (615) 479-9892 or at [lieve.schanno@hdengr.com](mailto:lieve.schanno@hdengr.com)

Sincerely,  
Hethcoat and Davis, Inc.

*Lieve C Schanno*  
Lieve C. Schanno, P.E.

Enclosure: Change Order 3 documents, HCI letter dated July 27, 2026

CC: Tonya Tindle, Sparta City Administrator, at [t.tindle@spartatn.gov](mailto:t.tindle@spartatn.gov)  
Dillard Quick, Sparta Public Works director, at [d.quick@spartatn.gov](mailto:d.quick@spartatn.gov)  
Alton Hethcoat, Hethcoat and Davis Inc., at [alton.hethcoat@hdengr.com](mailto:alton.hethcoat@hdengr.com)  
Ryan Gabbard, HCI at [ryan@hci96.com](mailto:ryan@hci96.com)

278 Franklin Road, Suite 200 • Brentwood, TN 37027 • Phone: (615) 577-4300 • Fax: (615) 577-4303



LCS

7/28/2026

SPARTA WATER PLANT  
FLOCCULATORS  
CHANGE ORDER 3, rev 1

|                                   |                     |                            |
|-----------------------------------|---------------------|----------------------------|
| Labor to cut additional openings  | \$ 3,600.00         |                            |
| labor to install/ move diffusers  | \$ 3,600.00         |                            |
| equipment cost and hours          | \$ 2,000.00         |                            |
| cost of 10 diffusers and shipping | \$ 27,000.00        |                            |
| subtotal                          | \$ 36,200.00        |                            |
| overhead/ profit                  | \$ 7,020.00         | 19% Contractual max is 15% |
| bond/insurance/ taxes             | \$ 2,700.00         |                            |
| <b>TOTAL</b>                      | <b>\$ 45,920.00</b> |                            |

**RECOMMENDED CHANGE ORDER**

|                                   |                     |     |
|-----------------------------------|---------------------|-----|
| Labor to cut additional openings  | \$ 3,600.00         |     |
| labor to install/ move diffusers  | \$ 3,600.00         |     |
| equipment cost and hours          | \$ 2,000.00         |     |
| cost of 10 diffusers and shipping | \$ 27,000.00        |     |
| subtotal                          | \$ 36,200.00        |     |
| overhead/ profit- based on 15%    | \$ 5,430.00         | 15% |
| bond/insurance/ taxes (prorated)  | \$ 2,700.00         |     |
| <b>TOTAL</b>                      | <b>\$ 44,330.00</b> |     |

## Lieve Schanno

---

**From:** Ryan Gabbard <ryan@hci96.com>  
**Sent:** Monday, July 27, 2026 8:58 AM  
**To:** Lieve Schanno; Cody Lokits  
**Cc:** Clay Winnard; Jacob Baker; Jacob Baker; Lieve Schanno; Luke Zakrzewski  
**Subject:** RE: Updated quote for Changer Order 3/ Startup of West side  
**Attachments:** COP-03 Rev 1 Additional Diffusers.pdf

**Caution:** This is an external email.

Lieve,

Please see attached updated change order proposal for the additional diffusers. Breakdown is as follows.

|                                               |          |
|-----------------------------------------------|----------|
| Labor Cost for cutting additional openings:   | \$3,600  |
| Labor Cost for installation/moving diffusers: | \$3,600  |
| Equipment Hours and Cost:                     | \$2,000  |
| Cost of diffusers/shipping:                   | \$27,000 |
| Overhead/Profit:                              | \$7,020  |
| Bonds/Insurance/Taxes:                        | \$2,700  |

Total COP-03: \$45,920

Start up for the first half of the plant is happening tomorrow and Wednesday. Let me know if you need anything else.

Thanks,

**Ryan P. Gabbard**  
Project Manager

**Herrick Company, Inc.**  
799 Enterprise Dr.  
Lexington, KY 40510  
Office: 502-839-3484  
Cell: 502-682-6903



**\*PLEASE NOTE NEW STREET ADDRESS\***





780 Enterprise Dr.  
Lexington, KY 40510

tel: (502) 839-3484  
fax: (502) 839-0939

[www.herrick-company.com](http://www.herrick-company.com)

July 27, 2026

Hethcoat & Davis, Inc.  
278 Franklin Rd, Suite 200  
Brentwood, TN 37027

ATTN: Ms. Lieve Schanno, PE

RE: City of Sparta  
2024 WTP Flocculator Improvements  
**COP-03 Rev. 1: Additional Diffusers**

Dear Ms. Schanno,

As requested, please see the below proposal to add diffusers to the stainless steel baffles.

- Cut sixteen (16) 1'-0" x 0'-8" openings in the end baffle, located in the 8<sup>th</sup> panel from the top.
- Provide/install ten (10) diffusers to match previously approved diffusers.
- On top row of openings, the two very end diffusers to be moved to the new bottom row of openings.
- Bottom row of diffusers will have 12 diffusers installed, top row of diffusers will have 14 diffusers installed, with the two outside holes left "uncovered".

We propose to perform this work for the **lump sum addition of \$45,920.00**. At this time, no additional contract time is requested, however we reserve the right to request additional time in the future should it become necessary to due lead times on this material. This proposal will remain subject to acceptance for 30 days. Should you have any questions, please do not hesitate to contact me.

Sincerely,

Ryan Gabbard  
Project Manager

cc: Cody M. Lokits, PE – HCI  
Luke T. Zakrzewski, PE – HCI

## *AGENDA ITEM #11*

## TRANSFER TO BAD DEBT

JULY 1, 2025 TO JUNE 30, 2026

| NAME                               | ACCT#              | EL       | WT         | SW       | SA      | GB      | TOTAL      |
|------------------------------------|--------------------|----------|------------|----------|---------|---------|------------|
| MARY A COX (DECEASED)              | 200323-003283      |          | 39.35      | 41.77    |         |         | 81.12      |
| ZACHARY B KING                     | 200453-005425      | 7.23     | 5.91       | 4.67     | 2.90    | 0.97    | 21.68      |
| WILLIAM EUGENE CLARK               | 200634-004240      | 38.46    | 10.42      | 9.80     | 3.79    | 1.26    | 63.73      |
| LESLIE R LOONEY (DECEASED)         | 201875-101844      |          | 99.98      |          |         |         | 99.98      |
| WARREN AND AMANDA BROOKS           | 202092-006084      | 58.51    | 15.49      | 17.22    | 4.73    | 1.57    | 97.52      |
| KOURT'S REPTILE BOUTIQUE           | 202327-006489      | 35.39    | 3.20       | 2.83     | 1.41    |         | 42.83      |
| SEW CHARMED                        | 202480-004685      | 11.93    | 14.71      | 14.19    | 3.53    | 3.30    | 47.66      |
| JESSICA H RAMSEY                   | 202910-101930      | 88.83    | 16.14      | 19.36    | 10.70   | 3.57    | 138.60     |
| JAMES L SCOTT (DECEASED)           | 202932-102885      | 17.54    | 14.99      | 15.44    | 9.61    |         | 57.58      |
| JAMES DYLAN GRANT                  | 203009-006028      | 49.45    | 14.75      | 15.20    | 7.90    | 2.64    | 89.94      |
| KOURTNEY L SMITH                   | 203190-006482      | 29.67    | 9.79       | 9.93     | 4.12    |         | 53.51      |
| SHAWN D ANSELL                     | 203541-006220      | 8.82     | 6.22       | 5.90     | 3.37    | 1.12    | 25.43      |
| BRANDY J BAKER                     | 203575-005006      | 50.05    | 11.52      | 13.06    | 4.71    | 1.57    | 80.91      |
| JASON AND SHANNON MEDDERS          | 203855-006416      | 190.92   | 69.93      | 79.96    | 14.59   | 2.36    | 357.76     |
| TOTAL PER SERVICE                  |                    | \$586.80 | \$332.40   | \$249.33 | \$71.36 | \$18.36 | \$1,258.25 |
| PREVIOUS CHARGE OFF DEBT COLLECTED | 7/1/2025-6/30/2026 | \$794.58 | \$1,172.41 | \$732.40 | \$47.44 | \$46.74 | \$2,793.57 |

***AGENDA ITEM #12***

# APPLICATION FOR EMPLOYMENT

with the

## CITY OF SPARTA, TENNESSEE

6 Liberty Square, PO Box 30, Sparta, Tennessee 38583

### THE CITY OF SPARTA IS AN EQUAL OPPORTUNITY EMPLOYER.

The City of Sparta does not discriminate in any of its employment practices or benefits on the basis of race, sex, color, religion, national origin, age, disability or veterans status.

**Overview of the hiring and employment process:** This application is but one part of the hiring and employment process. Other parts may include an interview, an employment examination or test, and a demonstration of an ability to perform the essential functions of the job. If you need an accommodation in order to complete any part of the hiring and employment process, please call the following number: (931) 836-3248.

Prior to completing this Application, be sure to read the JOB DESCRIPTION of the position for which you are applying. As you complete this Application, please bear in mind the following:

- We reserve the right to check all information for accuracy and completeness.
- All Applications for Employment are a matter of public record.
- If you need accommodation in order to complete this Application, please notify the City of Sparta.

### GENERAL INFORMATION

DATE 7-16-26 POSITION DESIRED Water Treatment Plant Operator

ARE YOU APPLYING FOR: ☒ Full Time ☐ Part Time ☐ Temporary

IF PART TIME, WHAT DAYS / HOURS ARE YOU AVAILABLE? \_\_\_\_\_

Have you applied with the city before? ☐ Yes ☒ No

### PERSONAL INFORMATION

NAME Williams Rick Nathan  
Last First Middle

Cell #: [REDACTED] Email [REDACTED]

ADDRESS: [REDACTED]  
City Street State ZIP Code

Do you have a legal right to work in the U.S.? ☒ Yes ☐ No

Are you over the age of 18? ☒ Yes ☐ No

Have you ever been convicted of a felony? ☐ Yes ☒ No



***AGENDA ITEM #13***

# APPLICATION FOR EMPLOYMENT

with the

## CITY OF SPARTA, TENNESSEE

6 Liberty Square, PO Box 30, Sparta, Tennessee 38583

### THE CITY OF SPARTA IS AN EQUAL OPPORTUNITY EMPLOYER.

The City of Sparta does not discriminate in any of its employment practices or benefits on the basis of race, sex, color, religion, national origin, age, disability or veterans status.

**Overview of the hiring and employment process:** This application is but one part of the hiring and employment process. Other parts may include an interview, an employment examination or test, and a demonstration of an ability to perform the essential functions of the job. If you need an accommodation in order to complete any part of the hiring and employment process, please call the following number: (931) 836-3248.

Prior to completing this Application, be sure to read the JOB DESCRIPTION of the position for which you are applying. As you complete this Application, please bear in mind the following:

- We reserve the right to check all information for accuracy and completeness.
- All Applications for Employment are a matter of public record.
- If you need accommodation in order to complete this Application, please notify the City of Sparta.

### GENERAL INFORMATION

DATE 7-6-26 POSITION DESIRED Custodian - Building Maintenance Worker

ARE YOU APPLYING FOR: ☒ Full Time ☐ Part Time ☐ Temporary

IF PART TIME, WHAT DAYS / HOURS ARE YOU AVAILABLE? \_\_\_\_\_

Have you applied with the city before? ☐ Yes ☒ No

### PERSONAL INFORMATION

NAME Masters Dennis Wade  
Last First Middle

Cell #: [REDACTED] Email [REDACTED]

ADDRESS: [REDACTED]  
Street City State ZIP Code

Do you have a legal right to work in the U.S.? ☒ Yes ☒ No

Are you over the age of 18? ☒ Yes ☐ No

Have you ever been convicted of a felony? ☐ Yes ☒ No

***AGENDA ITEM #14***

Jim Ward to be appointed to the Upper Cumberland  
Regional Board.

***AGENDA ITEM #15***

## REQUEST FOR STREET LIGHT(S)

BY:

Tammy Johnson (931-212-5250)

Name

Allen Drive (Pole # <sup>287</sup>~~363~~ has no light)

Location of requested light

### ROUTING:



-----City Administrator



-----Public Works Director



-----Electric Department Director



-----Police Chief

A worksheet for your use is enclosed. Please make comments concerning this request as needed. Forward the entire file to another committee member as soon as possible.

Return the completed file to the City Administrator  
(See minutes 12/3/87 for authority.)

Departmental Review

CITIZEN REQUEST FOR STREET LIGHTING

City Administrator

COMMENTS:

Drove to site to get correct pole #.  
Called citizen requesting light and she  
said kids can't see on that road at  
night to walk to tennis + basketball courts.

RECOMMENDATION:

To add light to pole #287

Joneye Senelle  
Signature

Departmental Review

CITIZEN REQUEST FOR STREET LIGHTING

**Public Works Director**

COMMENTS:

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RECOMMENDATION:

OK

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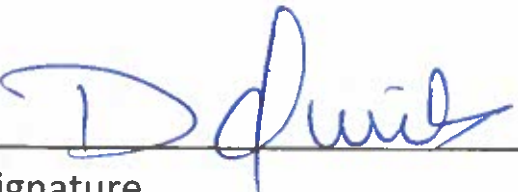
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Signature



Departmental Review

CITIZEN REQUEST FOR STREET LIGHTING

Electric Department

COMMENTS:

All other electric poles on Allen Dr. have a street light we have no problem adding a light to this pole to increase visibility for people walking

RECOMMENDATION:

Add light to pole # 287



Signature

Departmental Review

CITIZEN REQUEST FOR STREET LIGHTING

|                          |
|--------------------------|
| <b>Police Department</b> |
|--------------------------|

COMMENTS:

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RECOMMENDATION:

OK

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Signature

# *BEER BOARD*

Applications for (Check One):

- ☒ On-Premises  
☐ Off-Premises  
☐ On and Off Premises  
☐ Manufacturing/Retail



APPLICATION FOR BEER PERMIT  
State of Tennessee  
City of Sparta

I hereby submit this application for a permit to sell, store, manufacture, or distribute beer or other beverages authorized to be sold, stored, manufactures or distributed under the provisions of Tennessee Code Annotated §57-5-101 et seq. and base my application upon the answers to the following questions:

- 1 Full name of applicant (owner): Armando Luciano Ruiz
- 2 Applicant's Social Security #: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Driver's License: \_\_\_\_\_ Home Telephone: \_\_\_\_\_
- 3 Present home address: \_\_\_\_\_
- 4 Previous address(es) (within last 10 yrs.):  
Same as above.
- 5 Type of Ownership:  
☒ Person ☐ Partnership ☐ Corporation ☐ Limited Liability Company
- List all persons, partnerships, corporations, or limited liability companies having at least a 5% ownership interest in the business (attach additional sheet if needed)  
Ø
- 6 Name the business will operate as: Casas Real Mexican Grill
- 7 Location of business by street address or other geographical description:  
555 W Bockman Way  
Phone number of the business: 931-256-8113

8 Specify the identity and address of the person to receive annual privilege tax notices and any other communication from the City: Armando Luviano Ruiz

9 Give name and address of property owner, if other than business owner: \_\_\_\_\_

10 Will the permit be used to operate two or more restaurants or other businesses under the same permit as permitted by TCA §57-5-103 (a) (4) within the same building? Yes ☒ No

11 Give name, date of birth, and address of any manager other than the applicant:  
Daisy Casas

12 Has any person having at least a 5% ownership interest, any of the managers listed in question 11, or any other employee of the business, been convicted of any violation of the beer or alcoholic beverage laws or any crime (other than minor traffic violations) within the last ten (10) years?  
Yes ☒ No

13 Has this owner of the owners' organization had a beer permit revoked, suspended, fined, or denied in the State of Tennessee? Yes ☒ No

If so, specify where, when, and why:  
\_\_\_\_\_  
\_\_\_\_\_

14 Give the name, relationship to applicant (if applicable) and address of the former beer permit holder at this location:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**323 E. Bockman Way Sparta, TN**

**Phone (931) 836-3734**

**Fax (931) 836-3088**

## **Background Check**

This letter confirms that a criminal background check has been conducted by the **Sparta Police Department** for the individual listed below:

**Full Name:** Armando Luviano Ruiz

**Reason:** Beer Permit

This check was completed in connection with the individual's application for the above purpose.

The background check included a review of local records maintained by the Sparta Police Department. Additional checks were conducted through the **National Instant Criminal Background Check System (NICS.)**

As of the date of this letter, the subject **has not** been found to have a criminal history.

This certification is limited to records available at the time of the request and is not a comprehensive national background report.

A handwritten signature in black ink, appearing to read "Nick Dunn".

Nick Dunn  
Chief of Police

## *Miscellaneous Information*

# CODES Departmental Report

August 6, 2026

## COMMERCIAL –

- Health Department in finishing stages.
- Dometic (Moller) 10,000 sq ft expansion going well
- 402 – 410 N. Spring St. under new ownership doing minor interior changes
- US Bank has sold and received plans for it to be divided into separate business spaces

## RESIDENTIAL –

- Slow at this time.

## MUNICIPAL CODES –

- Several cases in various stages of correction.





## SPARTA FIRE DEPARTMENT

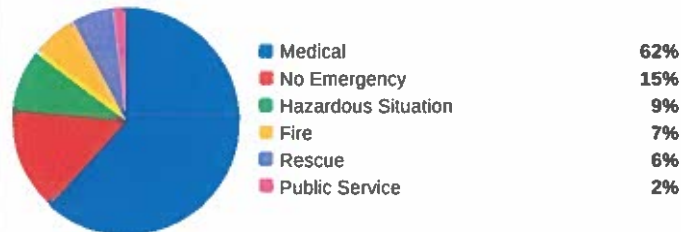
715 N SPRING ST, SPARTA, TENNESSEE, 38583  
931-738-7380

## JULY MONTHLY STATS

Jul 1, 2026 - Jul 30, 2026

Page 1 of 1

### Call Type Breakdown



### Calls by Weekday

|           |    |
|-----------|----|
| Sunday    | 7  |
| Monday    | 16 |
| Tuesday   | 19 |
| Wednesday | 18 |
| Thursday  | 12 |
| Friday    | 19 |
| Saturday  | 11 |

### Top Performers

|                     |                   |
|---------------------|-------------------|
| 1. Jolly, Kevin     | 64 participations |
| 2. Knox, Ben        | 58 participations |
| 3. Wilson, Derek    | 55 participations |
| 4. Saylor, Mark     | 39 participations |
| 5. Buttrum, Jessie  | 27 participations |
| 6. Taylor, Richard  | 25 participations |
| 7. Marcus, Eric     | 12 participations |
| 8. England, William | 10 participations |
| 9. Goodwin, Stephen | 10 participations |
| 10. Johnson, Shayne | 9 participations  |

368 records

# GIS Departmental Report

August 6, 2026

## GIS

- Regular updates to Electric System data (pole replacements, light replacements, etc)
- Regular updates to Water System data (line size, location adjustments, etc)
- Mostly completed rebuild of the online mapping system due to cloud updates (just fixing minor bugs)
- Working on inventory of sewer grinder pumps and associated easements
- Abandoned ROWs submitted to Register of Deeds and Assessor (waiting for changes to be made on their end)
- Working with a surveyor for property line adjustment at Splash Pad Park
- Working with a surveyor to get a sewer easement created for an area on N Spring St
- Making maps to post online for roads closed due to upcoming water and sewer repair locations

## Codes

- Filled in for Mike during absences
- Assisted Codes Dept with various research items and inspections

## IT

- Met with Ben Lomand regarding networking and equipment needs for electronic door access at Oldham Theater, Conference Center, and Civic Center
- Working with Ben Lomand to get new OpenMeeting system set up in boardroom
- Working with Ben Lomand to get iPhones set up for Police Dept
- Met with Ben Lomand regarding cameras and security alarm needs for the water intake and the three water tank locations

## Miscellaneous

- Getting daily photos of splash park construction progress for future slideshow

## Public Works

August 6, 2026

### WATER OPERATING

Several water leak repairs.

Worked with contractors on new projects for water service.

Repaired roads and streets due to water line repairs.

Painting fire hydrants and completed flush of all hydrants.

Several in housework orders.

1 meter tap.

Meter change out program ongoing.

811 locates.

Training for meter tech reading routes.

Ongoing cross connection program and testing.

Performed monthly inspections on vehicles and equipment.

Serviced trucks and equipment.

Mowed and weed eat tanks and raw water intake area.

Ongoing lead and copper survey per EPA.

Flushed water lines to maintain correct cl2 per TDEC.

Story Mountain still not completed due to lights on panel and water leaks.

Collected 30 water samples and sent to state lab.

Painting fire hydrants.

Hauled rock to replenish our stock pile.

Checking water levels on tanks due to telemetry issues.

Installed new valve on fire line at Moller.

### WATER PLANT

Contractor has started work on flocculators.

Working on new lead and copper identification per TDEC & EPA.

Engineers calculations were incorrect and change order is needed.

Telemetry for the distribution not working and again MR telemetry not responding in a timely manner.

Mowed and trimmed yard.

Working on lead and copper survey per EPA.

Painting floors still ongoing.

#### SEWER OPERATING

Mowed and sprayed lift stations.

811 locates for contractors.

Assisting contractors with ongoing sewer project.

Serviced trucks and installed parts on trucks.

Maintenance on equipment.

Serviced underground pump stations.

Serviced above ground stations.

Yard repairs due to repairs to sewer lines.

Jet several lines with truck to clean debris from sewer lines.

Having issues with abundance of grease at Hwy 111 pump station.

Flushable wipes are not friendly with pump stations. We have had many problems with pumps due to wipes being flushed. Cleaning pumps and lines to ensure sewer system to work as designed.

#### SEWER PLANT

Maintenance on equipment.

Sludge has started going to landfill here in White co.

#### STREET DEPARTMENT/MECHANICS

Worked on site work at playground.

Playground work is underway.

Splash pad is still at subgrade for contractor to begin work. Crew is on site.

Maintaining silt fence for splash pad.

Formed and poured curb at playground at splashpad park.

Worked on sanitation trucks, trailers, oil changes, rubber tire loader, john deere tractor, and other equipment, etc.

Weeded parks and sidewalks, mowed and sprayed for weeds.

Worked around shop cleaning.

Mowed parks and other properties.

Worked on tool trailer, skid steer, sweeper truck, front loader, goose neck trailer, AC unit at PD, hauled dirt from splash pad park, installed welcome signs, took down flags, several ditch lines needed attention, started mowing at the industrial park.

## SANITATION

Brush is picked up from a list call (738-2281) in to the PW office. Pick up is in the order called in. Please do not put debris in the road. It will not be picked up any faster because it is placed in the road.

Trash can repairs such as lids and wheels require work orders through the PW office. Any repairs need to be directed to 931-738-2281.

Fuel tank on new sidearm truck is being replaced due to crack in seam of tank.

Front load is running normal routes.

Brush truck is picking up as calls come in.

All trash is hauled to Waste Management here in white county.

## Projects

Flocculator project is underway.

ARPA sewer project near completion.

Sewer Grinder project at Mayberry has started.

Silt fence has been installed for Splash pad park. Splash pad crew is finally on site. Playground crew is continuing to work. Our guys have installed storm drain pipe and poured the curb around the playground.

Water line project and CDBG sewer work will start week of August 10.

Paving to start after water project is near completion.

Working with engineers for CDBG grant for the water lines inside the city of Doyle.

# **City Administrator Report**

## **August 6, 2026**

## **2022 Community Development Block Grant (CDBG)**

**Communities Development Grant** – Administered by UCDD

\*\*\* Status change since the July 16, 2026 meeting.

- Project Description – Perform smoke testing and closed- circuit television (CCTV) inspection of sewer lines and manholes, followed by rehab of identified sewer lines and manholes in three target areas, S. Carter Street, Highway 111 and Vista/ Drive Turntable Road.
- Budget (Total - \$884,000.00) (CDBG portion - \$600,000.00) (City portion - \$284,000.00)
- Smoke testing completed April 2023.
- CCTV camera bids opened August 10, 2023, to be approved at August 17 meeting.
- CCTV camera bid awarded to Pipeworks, LLC. Amount of \$68,750.00
- Pre-construction meeting went well.
- Pipeworks, LLC has started camera work.
- Change order #1 to be approved for additional CCTV work.
- Pipeworks, LLC have completed the camera work.
- CCTV camera bids to be opened August 10, 2023.
- Board to award low bidder Video Industrial Services, LLC contract.
- Contracts out to Video Industrial Services, LLC for signatures.
- CCTV work underway on selected sewers.
- Sewer Rehab bids out.
- Low bid to be awarded to John T. Hall Construction.
- Pre-bid meeting on August 4, 2025. Work to begin in November.
- UCDD requested deadline extension for grant. It was extended to December 16, 2026.
- Bids submitted over budget by significant amount. John T. Hall to reduce scope to stay in budget. Amendments signed February 26, 2026.
- John Hall has started work on upgrades.
- John Hall submitted his first pay request.
- John Hall submitted second pay request.
- John Hall awarded low bidder on sewer line replacement.
- John Hall started work on sewer line replacement.

## **2024 Historic Preservation Grant**

**Historic Preservation Grant**

\*\*\*No Status change since the July 16, 2026 meeting.

- Project Description – Grant to help purchase property for a potential park expansion.
- Application completed.
- Awaiting invitation for interview.
- Interview was on April 9, 2024.
- Awarded \$650,000 grant for land preservation.
- Contract signed July 18, 2024

- Contract extended till July 18, 2026.
- Received signed extension August 4, 2025 for one year.

## **2024 Traffic Signal Maintenance Program Grant 100% Funded**

**TDOT TSMP Grant-** Add Turn signals at the Traffic Lights at Bockman and S. Spring and Bockman and Moore Streets.

**\*\*\*No Status change on this project since the July 16, 2026 meeting.**

- Project Description – Add turn signals at S. Spring and Bockman and Moore and Bockman. Turn lanes already exist.
- Funding will be at 100% of project. No cost estimates at this time.
- Application submitted on June 5, 2024.
- Grant awarded December 26, 2024.
- The Plan-in-hand stage are anticipated to be completed in 4<sup>th</sup> quarter of 2025.
- Construction letting for the project is anticipated for 4<sup>th</sup> quarter of 2025.
- Anticipated project completion in 4th quarter of 2026.
- Contracts signed for construction and maintenance.

## **2024 TDEC / ARP BROADBAND GRANT 100% Funded**

**Grant-** To provide or improve internet access for citizens of Sparta and White County, through wi-fi upgrades, ipads, laptops, hearing devices, speakers and health devices.

**\*\*\* No Status change on this project since the July 16, 2026 meeting.**

- Project Description – To provide or improve internet access for citizens of Sparta and White County. (Items purchased cannot be used for Government business)
- Funding will be at 100% of project. Grant is for \$100,000. No city match required.
- Application submitted on June 5, 2024.
- Grant awarded October 28, 2024.
- Contracts signed.
- Upgraded wi-fi at the civic center and Oldham's theater.
- Purchased 30 Ipads and donated to school libraries, museums, and senior citizens center.
- Filed first reimbursement request to the State and it was approved for 11,500.00.
- Purchased 4 T.V.'s and Apple T.V. for the YMCA for members to access YMCA 360 in the group fitness room.
- Received 1<sup>st</sup> payment request. Getting quotes for Chromebooks.
- Purchased additional 45 Ipads, 2 Smart T.V.'s with stands, and Smart Scales for YMCA.
- Purchased an interactive Lobby Kiosk and Smart touch board for public meetings.



- Filed second reimbursement request to the State for \$15,275.34.
- Received 2<sup>nd</sup> pay request.
- Needs approval for Chrome books.
- Received 3<sup>rd</sup> pay request.
- Purchased 80 Chromebooks, waiting delivery.
- Partial shipment of Chromebooks received.
- Remaining shipment of Chromebooks received and delivered to recipients.

## **2025 USDA Downtown Revitalization & Small Business Development Grant 100% Funded**

**USDA Grant-** to Provide Market Research, the creation of a 5-year Strategic Action Plan and in-market Strategic Visioning Workshop for the Sparta Community, launch local action teams, and Implement the Jumpstart for the Downtown, with small business training for small business owners for 12 months.

**\*\*\* NO** Status change on this project since the July 16, 2026 meeting.

- Funding will be at 100% of project. \$99,500.
- Application submitted on February 28, 2025.
- Grant awarded October 1, 2025.
- Anticipated project completion in 3rd quarter of 2026.
- Contracts to be signed when received.
- Kick-Off meeting held January 7, 2026, Webinar February 25, 2026
- Communication with business leaders regarding stakeholders' session.
- Stakeholders Input Session planned for March 19, 2026.
- Stakeholders' session and downtown tour was a success.
- Survey being conducted by citizens.
- Market Analysis Presentation scheduled for May 15, 2026 @ 11:00.
- Market Analysis to be presented, final report to follow.

## **2025 TDEC Parks and Recreation Systemwide Master Plan 80% Funded**

**TDEC Grant-** Develop a comprehensive system-wide 10-year parks and recreation master plan for the city of Sparta.

**\*\*\* NO** Status change on this project since the July 16, 2026 meeting.

- Project Description – Develop a comprehensive system-wide 10-year parks and recreation master plan for the city of Sparta.

- Funding will be at 80% of project. Total cost \$60,000. City's match \$12,000.
- Application submitted on June 5, 2025.
- Grant awarded September 24, 2025.
- Conducted interviews of four State pre-approved "Recreational Planning Firms" on October 9, 2025.
- Board Approval for McGill Associates, P.A., Inc. on November 6<sup>th</sup> agenda.
- Anticipated project completion in 2nd quarter of 2026.
- Kick-off meeting on February 6, 2026.
- Site Visit set for February 12, 2026, to review our current park inventory.
- Questionnaire filled out and sent to McGill Associates. Survey's being prepared.
- Focus groups being compiled for input sessions.
- Focus groups had Zoom meetings and have received a great response.
- Received the survey results.
- McGill submitted first pay request.

## **2025 ARC Grant 50% Funded**

**ARC Grant- Upgrade of sewer lift stations located at Cragrock Drive and Elmwood Drive.**

**\*\*\*No Status change on this project since the July 16, 2026 meeting.**

- Project Description – Design and upgrade lift stations that are in critical shape of disrepair.
- Funding will be at 50% of project. Total cost \$2,120,000. City's match \$1,226,000.
- Pre-Application submitted on December 5, 2025 for consideration of full application.

## **2025 TN Dept of Tourism Hotel Feasibility Study Program 100% Funded**

**To Provide Detailed Market Analysis, Brand-Specific Financial Projections, and recommendations tailored to our communities needs in regards to the feasibility of a hotel for Sparta.**

**\*\*\* NO Status change on this project since the July 16, 2026 meeting.**

- Funding will be at 100% of project.
- Program awarded December 10, 2025.
- Anticipated project completed by June of 2026.
- Contracts to be signed when received.
- Site Visit scheduled for February 23, 2026. Met with Sara McKay. Meeting went well.

- Surveys completed and the determination has been made that a hotel between 64 and 74 upscale hotel rooms would be a good fit for Sparta. We determined a brand to pursue and will have Core Distinction Group to contact the developer.
- Financial Proforma draft submitted for review.
- Cobblestones Inn and Suites reached out for a conversation regarding hotel.

## **2026 STATE Volunteer Firefighter Equipment & Training Grant 100% Funded**

**To Provide much needed Equipment and Training for the Sparta Fire Department.**

**\*\*\*NO Status change on this project since the July 16, 2026 meeting.**

- Funding will be at 100% of project, Total of \$35,400.00.
- Program awarded January 27, 2026.
- Anticipated project completed by June of 2026.
- Contracts to be signed when received.
- Plan on purchasing 3 new SCBA's for the Fire fighters.
- SCBAs on the agenda for purchase from Siddons-Martin.
- Purchased SCBAs, delivery estimated in July 2026.

## **2025 TDEC / BRAG GRANT #13335 100% Funded**

**Grant-** To assess the soil and groundwater quality and to determining mutually agreeable locations for installing groundwater wells or soil borings and installing, operating, and maintaining all monitoring for the site located at State Lane @ Roosevelt Drive for possible contaminates.

**\*\*\* No Status change on this project since the July 16, 2026 meeting.**

- Project Description – To assess soil as described above.
- Funding will be at 100% of project. Grant is for \$70,000. No city match required.
- Application submitted in September, 2025.
- Grant awarded November 2025.
- Contracts signed.
- RFQs sent out and received.
- RFQs evaluated and firm selected.
- Contracts signed by Pinchin LLC. To perform work.
- April 14, 2026 meeting with Pinchin, LLC to discuss scope of project.

- Project delayed due to pending EPA concerns.

## **2025 TDEC / BRAG GRANT #13262 100% Funded**

**Grant-** To assess Asbestos Abatement, engage licensed and certified asbestos abatement professionals to perform the removal of ACMs, dispose of asbestos-containing materials at an approved hazardous waste facility with proper documentation to the building located at 321 E. Bronson Street.

### **\*\* Status change on this project since the July 16, 2026 meeting.**

- Project Description – To abate asbestos in building.
- Funding will be at 100% of project. Grant is for \$212,680.10. No city match required.
- Application submitted in August, 2025.
- Grant awarded November 2025.
- Contracts signed.
- RFQs sent out and received.
- RFQs being evaluated and scored.
- Pinchin LLC selected to perform work.
- Pinchin started assessment of the property.
- Requesting to take sealed bids for asbestos removal and demo.

## **Railroad Walking Bridge Rehab**

### **\*\*\* Status change since the July 16, 2026 meeting.**

- The railroad timbers on the Railroad Walking Bridge need to be replaced due to much needed repairs. The city will install them. Sealed bids were approved and sent out with no replies.
- Redesigning of timber system to a concrete walkway undergoing evaluation.
- In contact with structural engineer regarding stamped design
- Tentative Completion Schedule – Spring 2025
- Engineer quoted design for construction.
- Engineer started design.
- Design complete and engineer estimate is approximately \$200,000.
- Bridge closed due to vandalism.
- Engineer revising design and giving bid specs.
- Requesting to take sealed bids for rehab.

## **YMCA Generator**

### **\*\*\* No Status change since the July 16, 2026 meeting.**

- We are asking the board for sealed bid proposals for installation.
- Bid opening February 4, 2025.



- Requesting to reject the one bid and rebid at meeting.
- New bids to be sent out.
- Bids to be opened April 1, 2025. Will present at board meeting.
- No bids received.

### **Water Plant Flocculators Upgrade**

\*\*\* Status change since the July 16, 2026 meeting.

- Contract with Hethcoat & Davis Engineers to design and bid the project was approved at the March 19, 2026 board meeting.
- Structural Engineers inspected water plant for design.
- Proposal has been submitted by Hethcoat & Davis.
- Process and Structural design completed.
- Electrical design in progress then will await TDEC design approval.
- Authorization of taking bids to Board for approval on March 19, 2026.
- Plans submitted to TDEC for approval, should be back by December 3, 2024.
- TDEC required an adjustment to the plans. Will resubmit when completed.
- Plans returned from TDEC and have been put out for bids.
- Engineer has sent Amendment #1 to bid specs.
- Bids were opened and on March 19, 2026 agenda and approved.
- Engineer amendment to contract on March 19, 2026 agenda.
- Awaiting materials to start construction.
- Project started.
- Design amendments needed.

### **Water Plant Sludge Box**

\*\*\* No Status change since the July 16, 2026 meeting.

- Contract with Hethcoat & Davis Engineers to design and bid the project was approved.
- Design process has started.

### **Splash Pad Park**

\*\*\* Status change since the July 16, 2026 meeting.

- Gresham Smith & Partners engineers selected through RFQ process and their contract under evaluation.
- Allen Maples contracted to do the land survey required.
- Survey completed and meeting with Gresham Smith on Thursday 2/1/24 for design meeting.
- Demolition of old ball field completed.
- Gresham Smith contract approved by Board with amendments.
- Design team to set date for kick-off meeting.

- Had several meetings with Gresham Smith since August 30, 2024.
- Preliminary designs completed.
- Cost proposal was submitted and is being reviewed.
- TDEC permit is in progress for stormwater and retention pond construction.
- Parks & Recreation meeting regarding design met on May 19<sup>th</sup>.
- SWIFF Permit granted by TDEC. Work can begin.
- Ground breaking ceremony set for March 19, 2026.
- Board approved taking bids for the concrete stormwater pipe.
- Board approval for playground and splashpad equipment on August 21, agenda.
- Equipment ordered and scheduled for delivery week of October 6<sup>th</sup>.
- Playground equipment and Stormwater Pipe delivered October 8-13.
- Received the rest of the stormwater pipe.
- Grading points made by GIS department.
- Equipment moved to site and started dirt work, installed silt fencing.
- Splashpad site prepared, waiting on install from RecConcepts.
- Splash pad tank hole dug and set on January 30, 2026. Rest to be delivered February 25, 2026.
- Playground site prepared and RecConcepts have secured the site and have started unpacking the equipment.
- Playground equipment continues to be installed.
- Stormwater drain being installed.
- Splashpad installation started.
- Continues construction on both playground and splashpad.

## **Street Paving**

\*\*\* No Status change since the July 16, 2026 meeting.

- Needing to get authorization to take sealed bids for paving.
- Got authorization to take sealed bids for hot mix.
- Bids opened and presented at meeting tonight.

Remaining roads will be evaluated for the next years paving schedule and an updated list will be made available as soon as it is completed.

## **Sewer**

### **Consent Order**

- September 17, 2022 - \$4,514.50 (25% of Up-front penalty) paid

- \*\*3 Manhole Rehab project on S.R. 111 (\$60,000 to Norris Brothers) should count as Supplemental Environmental Project (SEP) and if counted, the city will not have to pay any additional Up-front penalty. The city is to notify TDEC when (SEP) is complete.
- September 19 and September 21, 2022 – Hethcoat-Davis submitted Overflow Reports to TDEC outlining extenuating and mitigating circumstances for review to possibly gain minimization or outright relief from the sewer availability moratorium.
- October 14, 2022 – Sewer Overflow Response Plan (SORP) was submitted to TDEC by Hethcoat-Davis. If initially approved, must be implemented by December 12, 2022. If modified, then must be implemented within 60 days of state approval.
- eMor- electronic Monthly Operating Report starts this month. Per Dillard, Fred Currier (Sewer Plant Manager) is working on this.
- November 10, 2022 meeting with TDEC with Hethcoat & Davis to go over Overflow Reports and possibly gain minimization or relief from the moratorium. Waiting response from TDEC.
- Mid-December, 2022 - Sewer Overflow Response Plan to be implemented if initially approved.
- December 14, 2022 – Collection System Corrective Action Plan/Engineering Report completed. It is a description of completed projects and future plans to correct problems and establishes timelines for both interim and permanent plans. (Must implement within 120 days of approval, expect mid-late 2023). City to notify TDEC of implementation date in writing. The city has 5 years to complete the corrective action plan (mid-late 2028).
- Annual Report due March 31, 2023 and March 31 each year thereafter.
- Mid-April, 2023 – Corrective Action Plan implementation expected.
- April 13, 2023 – Summary of Capacity, Management, Operations, and Maintenance programs (CMOM) has been filed with TDEC.
- May 26, 2023 – SEP verification submitted
- August 29, 2023 – CAP/ER and SORP approved. CMOM still under review.
- DL Every 30 Days – submit a report of each overflow and release reported to TDEC
- DL Before 12/27/2023 – at the time of initiation of CAP/ER – notify TDEC in writing
- DL 12/27/2023 – initiate actions outlined in CAP/ER
- DL 06/20/2027 – Achieve substantial compliance with the Permit – Consent Order closed.
- DL 08/29/2028 – CAP/ER scheduled activities completed within 5 years – TDEC notified.
- DL 02/25/2029 – final report to TDEC on completion of CAP/ER.
- Letter received from TDEC granting the City sewer credits to allow connections at the City's discretion.
- Quarterly CMOM filed.

## **Legal and Contracts**

- Senior Citizens Building Lease agreement – Approved at February 15, 2024 meeting. Comments from Senior Board are needing review by Board.
- Subdivision Regulations updated from 1992 version. This is currently being reviewed by UCDD and going over monthly at Planning Commission Meetings.