TOWN OF FARRAGUT
ECONOMIC DEVELOPMENT COMMITTEE MEETING
TOWN HALL BOARD ROOM
Wednesday, April 4, 2012
8 AM

1. Call to order

2. Approval of Minutes
   A. March 7, 2012

3. Focus Group Session:
   a. Comprehensive Land Use Plan: Winston Associates, Inc.
      Website: www.winstonassociates.com

4. Discussion of ordinance 12-05 to approve a business privilege license for the TOF

5. Sub-Committee Reports
   A. Business Recruitment and Retention
   Members: R. Knick Myers, Naoko Blue, Jim Holladay, Phil Dangel, Ginny McLain-Tate

   B. Marketing and Development
   Members: David Purvis, Bob Markli, Jim Nixon

6. Status Updates
   A. Town of Farragut
   B. Farragut Business Alliance
   C. Farragut/West Knox Chamber of Commerce

7. Any other Business

8. Adjournment

Minutes
Economic Development Committee
March 7, 2012
8:00 AM
Town Hall Board Room

Committee Members Present
David Purvis, Bob Markli, Jim Nixon, Jim Holladay, Phil Dangel, David Smoak, R. Knick Myers, Ginny McLain-Tate, Naoko Blue

Staff Present
Valerie Millsapps, Gary Palmer, Allison Myers

Other
Tim Williams with the Farragut/West Knox Chamber of Commerce

Approval of the Minutes
Mr. Markli moved to approve the February 1, 2012 minutes. Seconded by Mr. Holladay. All voted in favor.

Discussion of FY2013 EDC Budget
Mr. Markli moved to maintain the same level of funding for the FY2013 EDC budget. Seconded by Mr. Holladay. All voted in favor.

Discussion of ordinance 12-05 to approve a business privilege license for the TOF
Ms. Myers discussed changes to the business privilege license ordinance. Mr. Holladay suggested changes to the word regulate in the ordinance. Mr. Markli suggested to have the business privilege license for established businesses and to not have each vendor register. Mr. Smoak stated he will find out if we can adopt a section of the ordinance. Mr. Holladay suggested putting a fee on the application form. Mr. Dangel suggested putting the state sales tax number in place of the driver's license number on the form and putting a place for manager information. Mr. Dangel suggested that the notary portion be left off. Mr. Myers stated we should not require all stakeholders listed on the form as some do not want to be contacted. Mr. Markli stated the Town needs to roll out with a list of benefits by implementing the business license.

Sub-Committee Reports

A. **Business Recruitment and Retention**- No update
B. **Marketing and Development-** No Update

Status Updates

A. **Town of Farragut-David Smoak**
Mr. Smoak stated the residential permits were up slightly. The construction at the Costco site is progressing. They are in the process of building the retaining wall and installing the drainage basin. The Publix construction site is progressing. Einstein Bagels will be open by the end of the month. Mr. Smoak stated the TML session is

looking to eliminate the Hall Income Tax within the next 3 or 4 years. The Town will be preparing for ways to supplement that loss. Mr. Smoak stated there are planning bills that are circulating at the State level that would be detrimental to land use and zoning.

B. Farragut Business Alliance-David Purvis

Mr. Purvis stated the FBA has new flyers that outline the sponsorship levels that are available. Mr. Purvis stated the FBA is emailing out monthly newsletters and if you are not receiving the newsletters via email to contact Allison Sousa at Allison@farragutbusiness.com . The FBA purchased a smart phone app for the delivery of specials done by businesses. There will be banner advertising and opportunities available with the smart phone app. The FBA anticipates basic completion soon to be able to show the app at the April 24 meeting. Mr. Purvis stated the FBA has several events coming up:

- The Art in the Park celebration event will be from 9am-4pm on Saturday, April 21st and Sunday, April 22nd with a Gallery Reception and Art Sale at Farragut's premier Red Line Gallery, from 7-9pm on Friday, April 27th.
- West end merchants will be hosting an Easter festival from 11am-2pm on Saturday, April 7.
- The FBA hosts a membership mingler every 60 days. The next mingler is scheduled for Tuesday, April 24 at Einstein Bagels.

C. Farragut West Knox Chamber of Commerce- Tim Williams

Mr. Williams stated the Chamber gained 8 to 10 new members. Several of those new members were from the Farragut area. Mr. Williams highlighted some upcoming events:

- New Member Orientation
  Farragut Town Hall Board Room
  Tuesday, March 20 at 7:30am
- Annual Silent and Live Auction
  Rothchild Catering and Conference Center
  April 20 at 6PM

Any other Business

- Ms. McLain-Tate stated ICSC attendees have been meeting every 2 to 3 weeks.
- Mr. Nixon stated a new business will be opening soon in Turkey Creek called Charming Charlie's. The shop consists of color coordinated accessories.
- Mr. Palmer stated the contract with Winston and Associates for the land use plan will host focus groups over a 2 to 3 week period next month.

Mr. Dangel made a motion to adjourn at 9:25 AM. Seconded by Mr. Markli. All voted in favor.

Next meeting Wednesday, April 4, 2012 at 8 AM.

X

Ginny McLain-Tate
Chairman

TOWN OF FARRAGUT COMPREHENSIVE LAND USE PLAN
FOCUS GROUP's AGENDA

April 3rd and 4th 2012
8am – 7pm
Farragut Town Hall

1. **Winston Associates, Inc. Introduction** (5 min)

2. **Why Plan?** (20 min)
   A. Getting the Big Things Right
   B. Reaffirming / Adjusting the Vision
   C. Identifying and Projecting Quality of Life

3. **An Overview of the Farragut Comprehensive Land Use Plan Planning Process** (5 min)
   A. Approach
   B. Timeline
   C. Scope
   D. The Public Process

4. **Identifying Issues and Concerns** (30 min)
   A. Five Questions That the Comprehensive Plan Needs to Answer for ***You*** to Consider It a Success
   B. Open Forum

Business Privilege License

Sec. 5-301. Purpose

To identify, aid and support businesses who are engaged in any business by obtaining reliable information as to who is conducting or planning to conduct business and the nature of the business, within the Town of Farragut.

Sec. 5-302. - Application of article.

Each person who conducts a business, as that term is defined by Tenn. Code Ann. § 67-4-702(a)(2), within the town is subject to this article. For purposes of this article, "person" shall include either individuals, corporations, partnerships, or any other legal entity involving a business relationship.

The privilege licenses shall apply to all vocations, occupations, and businesses, within the Town as declared by the general laws of the State of Tennessee. The privilege license applies to all commercial, office and home based businesses.

Sec. 5-305. - Separate businesses.

Each person or entity doing business in more than one (1) factory, mill, warehouse, store, stall or stand, or other place of business, shall secure a separate license for each such place of business, unless such places of business are contiguous to each other, communicate directly with and open into each other, and are operated as a unit, and shall pay the prescribed license fee for each such place of business.

Sec. 5-306. – Multi-vendor Sales Locations

In the case of antique malls, flea markets, craft shows, antique shows, gun shows , farmers markets, auto shows, or similar activities as determined by the Town Administrator, operated as public facilities for such particular purpose (referred to herein "public markets") from which business is carried on by two (2) or more retailers of tangible personal property (individually referred to as "exhibitors") the public market operator will be required to obtain a business license.

Sec. 5-307. - Applications.

(a) Every application for a license under this article shall be made submitted through the Town of Farragut's website or in writing to the Town Recorder's office upon a form to be provided by the Town of Farragut. Such application shall be signed either by the applicant or by his agent, and shall contain the following information:

(1) Complete and exact name under which the business is proposed to be operated.

(2) If the business is proposed to be operated by an individual under any assumed name, the name of such individual and his address.

(3) If the business is a partnership, the name and address of the active managing partner of said business.

(4) If the business is a corporation, the name and address of the president and of the secretary of the

corporation, and the location of the principal office.

(5) Nature of the business for which license is desired.

(6) Proposed or existing location.

Sec. 5-308. – License issuance and renewals.

a) *New License.* Upon receipt of the application and payment of fifteen dollars ($15) the Town Recorder shall issue the business license. The license shall be issued at the time of registration. In the event the application and payment are submitted online the business license will be mailed to the business address.

b) *Term of license.* A license issued to a new business shall be effective on the day it begins operating and shall expire on June 30 of the town's fiscal year. A business license issued for each subsequent fiscal year shall be effective July 1 and shall expire on June 30 of the town's fiscal year.

c) *Business license renewal.* The business shall renew the license upon the notification from the Town of Farragut. There shall be no charge for the renewal of an existing license. In the event a business fails to submit its request for renewal of its existing license on or before July 31, its license shall lapse and a new license must be applied for and the proper fee paid as with any new license.

Sec. 5-309. - Procedure if other approval or permit required.

In any case where other municipal, county or state approvals, permits or licenses are required of any licensee, the Town Recorder shall not issue a business license until such approval or permits have been acquired. In addition to being cited and fined for violation of these regulations, in a case where other municipal approvals, permits or licenses are required of the licensee, such other approvals, permits or licenses may be revoked by the Town if the licensee does not obtain a business license as required by this article.

Sec. 5-310. - Contents of license; official copies of same.

Every license shall show the name of the business, the nature of the business, the location thereof. The Town Recorder shall keep a copy of every license issued.

Sec. 5-311. - Display of license.

Every license shall be kept in plain sight for the public to view at the place of business of the licensee named on the license.

Sec. 5-312. - Assignments and transfers.

Every license issued under the provisions shall only be assignable when that business carried on at a fixed place is sold as a unit to any person and the purchaser thereof is to carry on the same business and business name at the same place, the license may be assigned to the purchaser. Upon delivery of the license, properly assigned, to the Town Recorder, together with a written statement that the business has been sold as a unit and that the purchaser is to carry on the same at the same place of business the assignee shall be entitled to have a new license issued to him. The Town Recorder shall cancel the assigned license upon issuance of a revised license.

Sec. 5-313. - Exemptions.

(a) The following businesses are exempt from the requirements of this article as indicated below:

Any not-for-profit business operated for a religious, educational, civic, patriotic, charitable, or fraternal purpose, if the entire gross income of the business is used for said pupose.

Any not-for-profit business that operates group homes, day cares or other types of care facilities for a nonprofit religious, educational, civic, patriotic, charitable, or fraternal purpose is exempt from payment of a privilege license fee, if the entire gross income of the business is used exclusively for nonprofit purpose.

Sec. 5-314. - Delinquent license fee and penalty.

Upon discovering any business which has been operating within the town without a business license as required by this article, the Town Recorder is hereby authorized to assess and collect the delinquent privilege license fee plus a penalty as specified in the Town of Farragut fee schedule for each year that the same has remained unpaid, not exceeding three (3) years including the current year for which said license fee may be required.