



City of Bartlett

A. Keith McDonald, Mayor

BOARD OF MAYOR AND ALDERMEN MEETING MINUTES

TUESDAY, MAY 23, 2017 - BARTLETT CITY HALL - 7:00 PM

CALL TO ORDER

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

INVOCATION

Opening Prayer by Danny Sinuefield, Faith Baptist Church

FUTURE MEETINGS

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

City Beautiful Commission, June 1 at 6:30 p.m.

Family Assistance Commission, June 5 at 6 p.m.

Planning Commission, June 5 at 7 p.m.

Bartlett Station Commission, June 7 at 7:30 a.m.

Parks and Recreation Advisory Board, June 8 at 7 p.m.

Bartlett Historical Society, June 12 at 7 p.m.

RECOGNITIONS

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

MINUTES ACCEPTANCE

Minutes of the May 9, 2017 Board of Mayor and Aldermen Regular Meeting

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

UNFINISHED BUSINESS

- 1 **Second Reading of Ordinance 17-03, an ordinance to adopt the 2017-2018 General Fund, Street Aid Fund, Solid Waste Fund, General Improvement Fund, Drug Enforcement Fund, DEA Enforcement Fund, Drainage Fund, Parks Improvement Fund, Bartlett City School Fund, Utility Fund, Debt Service Fund, and Capital Improvements Fund Budgets. (Dick Phebus, Director of Finance)**

Mr. Phebus noted that there have been no changes made to the budget since first reading on May 9, 2017.

RESULT:	APPROVED ON SECOND READING [UNANIMOUS]	Next: 6/13/2017 7:00 PM
MOVER:	Bobby Simmons, Alderman	
SECONDER:	David Parsons, Alderman	
AYES:	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick	

- 2 **Second Reading of Ordinance 17-04, an ordinance to levy and assess a tax rate for ad valorem taxes upon real property and personal property in the City of Bartlett for the Tax Year 2017. (Dick Phebus, Director of Finance)**

Mr. Phebus explained that the State Board of Equalization has deemed the City's certified tax rate at \$1.48 per \$100 of assessed value. The certified tax rate is the property tax rate at which the City's revenue would remain the same as last fiscal year. The City administration is proposing a 35-cent tax increase; therefore the proposed tax rate for FY18 would be \$1.83. This change has been made prior to second reading of this tax rate ordinance.

RESULT:	APPROVED ON SECOND READING [UNANIMOUS]	Next: 6/13/2017 7:00 PM
MOVER:	Bobby Simmons, Alderman	
SECONDER:	Emily Elliott, Alderman	
AYES:	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick	

CONSENT AGENDA

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

- 1 **Authorization to auction surplus property. (Dick Phebus, Director of Finance)**
Nine items have been identified as having a potential auction-value of \$500 or more and will be auctioned on GovDeals.com.
- 2 **Bid for coffee service for Fiscal Year 2018. (Dick Phebus, Director of Finance)**
Recommend accepting the lowest bid from Lambert's at an estimated cost of \$37,481.20. Funds are available in various departments' budgets.

- 3 Bid for Yale Road water tank. (Rick McClanahan, Director of Engineering)**
Recommend accepting the lowest bid from Phoenix Fabrication & Erectors, Inc. in the amount of \$2,059,505, plus a contingency amount of \$4,994 for a total cost of \$2,064,499. Contract administration will be provided by Fisher Arnold in the amount of \$40,000. Total project cost \$2,104,499. Funds are available in Account 312.48312.721.
- 4 Final change order for Fletcher Creek Greenway. (Rick McClanahan, Director of Engineering)**
Authorize increase in VuCon contingency amount by \$8,048.20, as well as approving \$14,600 for additional erosion work while decreasing Barge Wagoner Sumner & Cannon purchase order by \$14,600 to cover this additional cost. Funding is available in Account 311.48311.780.451.
- 5 Approval of grant contract between State of Tennessee and City of Bartlett for W. J. Freeman Park capital project. (Shan Criswell, Director of Parks and Recreation)**
Authorize the Mayor to sign grant contract between State of Tennessee and City of Bartlett for capital projects related to W.J. Freeman Park. This grant provides the City \$500,000.
- 6 Design services for W.J. Freeman Park Phase 2 capital improvements. (Shan Criswell, Director of Parks and Recreation)**
Recommend approving a contract with Dalhoff Thomas Design for design services for Phase 2 improvements to W.J. Freeman Park. The cost is \$100,300, and will be covered using Local Parks and Recreation Fund Grant Funds. Funds are available in Account 311.48311.772.51401.
- 7 Artist contract for 2017-2018 BPACC Season. (Michael Bollinger, Director of BPACC)**
Request approval of performance contract with Lorrie Morgan in the amount of \$11,000. Funds are available in Account 110.45400.125.
- 8 Artist contract for 2017-2018 BPACC Season. (Michael Bollinger, Director of BPACC)**
Request approval of performance contract with Michael Martin Murphey in the amount of \$12,000. Funds are available in Account 110.45400.125.

NEW BUSINESS

- I Resolution 18-17, a resolution to delete uncollectable property taxes, interest, penalties, and associated costs from the City of Bartlett tax rolls. (Dick Phebus, Director of Finance)**

Mr. Phebus stated that this Shelby County Trustee's request to write off uncollectible taxes is in the amount of \$11,593.51.

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

2 Resolution 19-17, a resolution to authorize payment of funds to the Community Foundation of Greater Memphis for the purpose of supporting the Bartlett Parks Foundation Fund. (Dick Phebus, Director of Finance)

Mr. Phebus stated that this resolution will transfer funds donated to the City by the Shelby County government to the Bartlett Parks Foundation Fund with the Community Foundation of Greater Memphis. Shelby County donated \$20,000 specifically for Bartlett parks.

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

3 Resolution 20-17, a resolution to amend the Fiscal Year 2017 Utility Capital Improvement Program Budget to provide additional funding for new water tank. (Dick Phebus, Director of Finance)

Mr. Phebus explained that this resolution appropriates nearly \$495,000 to the Utility Capital Improvement Program Budget for the new water tank on Yale Road near Nesbit Park.

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

4 Resolution 21-17, a resolution establishing the 2017 Certified Tax Rate for Bartlett, Tennessee. (Dick Phebus, Director of Finance)

The State Board of Equalization has determined that the City's certified property tax rate is \$1.48. Mr. Phebus said that state law required municipalities to pass a resolution setting the certified tax rate.

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

5 Resolution 22-17, a resolution authorizing the execution and delivery of a lease purchase agreement for the acquisition of computers for the Bartlett City School System and an agreement with the Bartlett City Board of Education for the payment of obligations under the lease purchase agreement. (Dick Phebus, Director of Finance)

Mr. Phebus stated that this resolution authorizes the execution and delivery of an agreement with Apple computers for 650 Apple laptops for employees of the Bartlett City School System.

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

6 Memorandum of Understanding between the City of Bartlett and the Bartlett City Board of Education. (Dick Phebus, Director of Finance)

Mr. Phebus stated that this is a memorandum of understanding between the City and the Bartlett Board of Education stating that the school board will repay the City the cost of the lease agreement in the above resolution. The lease agreement is for \$1,060,800.

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

Presentation of BPACC's 2017-2018 Season.

Bollinger presented highlights of the upcoming BPACC season. He noted there will be four family shows in conjunction with the Bartlett City Schools. There will be one public evening show, then two shows the next day for students. Each show will have educational elements.

Starting in June, the BPACC Box Office will have its own phone number, 385-5588.

OPEN DISCUSSION

Mr. Phebus said he will publish the City's intent of exceeding the certified tax rate in The Bartlett Express prior to the June 13, 2017 Board meeting. He is also formally requesting that a public hearing be added to the next Board agenda of the intent to exceed the certified tax rate.

City Engineer Rick McClanahan said beginning next week the bridge on Westbrook Road will be closed for about two months due to construction.

ADJOURNMENT

Meeting adjourned at 7:26 PM

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

Mayor A. Keith McDonald