



# City of Bartlett

A. Keith McDonald, Mayor

## BOARD OF MAYOR AND ALDERMEN MEETING MINUTES

TUESDAY, JUNE 13, 2017 - BARTLETT CITY HALL - 7:00 PM

### ATTENDANCE

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

### INVOCATION

Opening Prayer by Scott Greer, New Hope Christian Church

### FUTURE MEETINGS

Board of Education Work Session, June 15 at 7 p.m.  
Historic Preservation Commission, June 19 at 7 p.m.  
BPACC Advisory Board, June 20 at 6 p.m.  
Bartlett Arts Council, June 20 at 6:30 p.m.  
Design Review Commission, June 20 at 6:30 p.m.  
Board of Education, June 22 at 7 p.m.

### RECOGNITIONS

#### **\*\*\*Official Business of the Day\*\*\***

Mayor McDonald announced an emergency expenditure by Public Works for a new sewer video camera from RS Technical Services for an estimated cost of \$21,000. This is a single source vendor. Funds are available in Account 510.51300.935.

### MINUTES ACCEPTANCE

#### **Minutes of the May 23, 2017 Board of Mayor and Aldermen Regular Meeting**

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

**PUBLIC HEARING**

Individuals will have a maximum of three minutes to speak either for or against the item, with a total of 20 minutes for each side.

1. 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.

Mayor McDonald noted that the Board of Mayor and Aldermen held a work session to discuss the Fiscal Year 2018 Budget May 9, 2017.

No one spoke in favor or in opposition of Ordinance 17-03.

This public hearing adjourned at 7:07 p.m.

2. Notice of intent to exceed the certified tax rate.

Mayor McDonald noted that the State Certified property tax rate is \$1.48; the City is proposing a property tax rate of \$1.83. This tax increase will be used to renovate Bartlett High School, add an ambulance, and hire six additional police officers.

No one spoke for or against the notice to exceed the certified tax rate.

This public hearing adjourned at 7:09 p.m.

3. 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.

No one spoke in favor or in opposition of Ordinance 17-04.

This public hearing adjourned at 7:10 p.m.

**UNFINISHED BUSINESS**

1. **Third 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)**

<b>RESULT:</b>	<b>APPROVED ON THIRD AND FINAL READING [UNANIMOUS]</b>
<b>MOVER:</b>	Jack Young, Vice Mayor
<b>SECONDER:</b>	Emily Elliott, Alderman
<b>AYES:</b>	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

- 2 **Third 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)**

<b>RESULT:</b>	<b>APPROVED ON THIRD AND FINAL READING [UNANIMOUS]</b>
<b>MOVER:</b>	W.C. Pleasant, Alderman
<b>SECONDER:</b>	Jack Young, Vice Mayor
<b>AYES:</b>	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

### **CONSENT AGENDA**

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

- 1 **Bid for annual office supplies. (Dick Phebus, Director of Finance)**  
Recommend accepting the lowest and best bid from Yuletide Office Solutions. Funds are available in various department budgets.
- 2 **Subdivision Contract for Wal-Mart Academy. (Rick McClanahan, Director of Engineering)**  
The developer, Wal-Mart Real Estate Business Trust, will pay \$16,135.00 in City fees. The bond is set at \$33,600.00.
- 3 **Site Plan, Grading, and Erosion Control Contract for Christian Life Tabernacle. (Rick McClanahan, Director of Engineering)**  
The developer, Christian Life Tabernacle, will pay \$49,903.48 in City fees. The bond is set at \$215,780.00.
- 4 **Contract for professional services agreement alternate bid for Deermont Park restroom renovations. (Shan Criswell, Director of Parks and Recreation)**  
Recommend accepting the professional design services contract for an alternate bid proposal for Deermont restroom renovations from RossWitt, PLLC for a total price of \$12,800.00. Funds are available in Account 311.48311.780.51617.
- 5 **Apple Capital Lease Debt Obligation Form for school computers. (Dick Phebus, Director of Finance)**  
State of Tennessee Comptroller's Office requires presentation to the Board of Mayor and Aldermen of the Report on Debt Obligation form for certain obligations. Attached form is presented for the Apple computer capital lease approved on May 23, 2017.
- 6 **Planning Commission Report for June 2017. (Terry Emerick, Director of Planning and Economic Development)**

Item 1 - Special use permit for 3A Collision, 6420 Summer Avenue, was forwarded to the Board of Mayor and Aldermen with a recommendation to approve with conditions.

Item 2 - Construction plan for Village at Deer Run, Phase I, was approved with conditions.

Item 3 - Final plan for Village at Deer Run, Phase I, was approved with conditions.

**7 Treasurer's Report for April 2017. (Dick Phebus, Director of Finance)**

Budgeted expenditures	\$72,630,170
Year-to-date expenditures	\$65,291,462
Budgeted revenues	\$72,630,170
Year-to-date revenues	\$60,778,752

**NEW BUSINESS**

**I Appoint Angelia Allen to Bartlett Arts Council. (A. Keith McDonald, Mayor)**

Angelia Allen will fill the position vacated by Deidre Seymour. Her term will expire September 30, 2018.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	David Parsons, Alderman
<b>SECONDER:</b>	Jack Young, Vice Mayor
<b>AYES:</b>	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

**2 Appoint Michelle Page, Wayne Ray and Karen Winemiller to the City Beautiful Commission. (A. Keith McDonald, Mayor)**

These City Beautiful Commission members' terms will expire December 31, 2017.

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

**3 Resolution 23-17, a resolution to accept a grant from the State of Tennessee Highway Safety Office in the amount of \$19,919.60 for a 2017 Multiple Violations Traffic Grant and amend the Fiscal Year 2017 Grant Fund budget to appropriate the grant funds. (Dick Phebus, Director of Finance)**

Mr. Phebus noted that this is an annual grant that the City receives.

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

**4 Resolution 24-17, a resolution to adopt a public records policy. (Ed McKenney, City Attorney)**

City Attorney Ed McKenney explained that the State Legislature recently passed a bill requiring all municipalities to adopt a public records policy, which will become effective July 1, 2017. The City has had a public records policy since 2007, but this one will be in line with the State's new requirements. The process is virtually unchanged.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	David Parsons, Alderman
<b>SECONDER:</b>	Jack Young, Vice Mayor
<b>AYES:</b>	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

**5 Resolution 25-17, a resolution to amend the Fiscal Year 2017 School Education Capital Project Fund. (Dick Phebus, Director of Finance)**

Mr. Phebus explained that this Bartlett City Schools budget amendment appropriates funds for a gym renovation and roof replacement.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Jack Young, Vice Mayor
<b>SECONDER:</b>	David Parsons, Alderman
<b>AYES:</b>	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

**6 Resolution 26-17, a resolution of the City of Bartlett, Tennessee, authorizing the issuance of Interest Bearing General Obligation Capital Outlay Notes, Series 2017, in an amount not to exceed \$1,969,150, and providing for the payment of said notes. (Dick Phebus, Director of Finance)**

Mr. Phebus explained that this bond issue will be used to pay for Fiscal Year 2018 equipment and vehicle purchases approved in the budget ordinance. This seven-year note has a 2.33 percent interest rate.

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

**7 Resolution 27-17, a resolution to delete uncollectible accounts from utility customers accounts receivable. (Dick Phebus, Director of Finance)**

Mr. Phebus stated that this resolution will write-off \$30,089 in uncollectible utility accounts. This amount is down considerably from last year.

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

**8 Resolution 28-17, a resolution to amend the Fiscal Year 2017 General Fund and Capital Improvement Program Budgets to appropriate funds for the Tennessee College of Applied Technology for land acquisition. (Dick Phebus, Director of Finance)**

Mr. Phebus explained that this resolution will appropriate \$1 million for the Tennessee College of Applied Technology for land acquisition.

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

**9 Set a Public Hearing for July 11, 2017 for Resolution 29-17, a resolution approving a Special Use Permit for 3-A Collision Center to operate an automobile paint and body shop to be located at Grace Subdivision, Lot 1, Summer Avenue within the "C-H" Highway Business Zoning District. (Terry Emerick, Director of Planning and Economic Development)**

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

**10 First Reading of Ordinance 17-05, an ordinance to designate the Barteau-Dickey House, 2943 Sycamore View Road, a historic landmark. (Terry Emerick, Director of Planning and Economic Development)**

Mr. Emerick explained that this house has recently had its interior renovated, which has made it possible to extend the life of the house. The Historic Preservation Commission approved the Barteau-Dickey House receiving landmark status in April.

**RESULT:** APPROVED ON FIRST READING [UNANIMOUS] Next: 6/27/2017 7:00 PM  
**MOVER:** W.C. Pleasant, Alderman  
**SECONDER:** Bobby Simmons, Alderman  
**AYES:** Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

**OPEN DISCUSSION**

Shirley Jackson, 6127 Yorkhill Drive, is a member of the Board of Education. She promised the Board that the Board of Education would be good stewards of tax funds. A large portion of the property tax increase will fund the renovation of Bartlett High School.

Blount Smith, 457 Waring, has been a teacher at Bartlett High School for 46 years. She thanked the Board for supporting the school system. She also thanked the Board for approving the budget and tax increase.

Lindsey Massey, 3546 Marietta, said she appreciated the Board's consistency to serve, thanked them for adding six police officers, and for supporting the Bartlett High renovation.

Superintendent David Stephens said the new facility will be second to none. He ensured the renovation project will be successful, and thanked the Board for their continued support.

### **ADJOURNMENT**

Meeting adjourned at 7:32 PM

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

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A. Keith McDonald  
Mayor