



# City of Bartlett

A. Keith McDonald, Mayor

## BOARD OF MAYOR AND ALDERMEN MEETING MINUTES

TUESDAY, JULY 25, 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 Wood, Faith Baptist Church

### FUTURE MEETINGS

Board of Education, July 27 at 7 p.m.  
Beer Board, August 1 at 6 p.m.  
Bartlett Station Commission, August 2 at 7:30 a.m.  
City Beautiful Commission, August 3 at 6:30 p.m.  
Family Assistance Commission, August 7 at 6 p.m.  
Planning Commission, August 7 at 7 p.m.

### RECOGNITIONS

#### **Memphis Runners Track Club donation to Parks and Recreation Department**

Director of Parks and Recreation Shan Criswell introduced representatives from the Memphis Runners Track Club: John Payne, Rob Hunter, Rich Tutko, and Lane Purser. These gentlemen presented the City with a \$2,000 check to assist with the installation of 911 Locate Safety signs in Nesbit Park. These signs are similar to mile markers so if someone needs emergency assistance, they can use these signs to direct first responders to their location.

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

### MINUTES ACCEPTANCE

#### **Minutes of the July 11, 2017 Board of Mayor and Aldermen Regular Meeting**

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Bobby Simmons, Alderman
<b>SECONDER:</b>	W.C. Pleasant, Alderman
<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.

- I. Ordinance 17-06, an ordinance to amend Title 5, Chapter 1, Sections 5-103 and 5-104 of the Codified Ordinances to increase the purchasing limits as set by Tennessee State Statute.

No one spoke for or against Ordinance 17-06.

Adjourned at 7:09 p.m.

**UNFINISHED BUSINESS**

- I **Third Reading of Ordinance 17-06, an ordinance to amend Title 5, Chapter 1, Sections 5-103 and 5-104 of the Codified Ordinances to increase the purchasing limits as set by Tennessee State Statute. (Mark Brown, Chief Administrative Officer)**

Mark Brown, Chief Administrative Officer, explained that State law allows the City to increase its threshold for public advertising from \$10,000 to \$25,000. The City adheres to the Municipal Purchasing Law of 1984 in Tennessee State Law.

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

**CONSENT AGENDA**

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

- I **Special event permit for Stanky Creek 50K Marathon and 25K Half Marathon. (Jim Brown, Director of Code Enforcement)**  
The event will be held on Sunday, September 10 from 7 a.m. to 4 p.m. at Nesbit Park.
- 2 **Additional 2017 softball tournament request. (Shan Criswell, Director of Parks and Recreation)**
- 3 **Contract with Groundwater Institute at the University of Memphis for wellhead protection study and other regional work. (Rick McClanahan, Director of Engineering)**  
Authorize the Mayor to sign the contract with the Groundwater Institute for the study for a total cost of \$16,100. Funds are available in Account 510.51200.179

- 4 Renewal of Computer-Assisted Dispatch maintenance agreement. (Gary Rikard, Chief of Police)**  
Request to renew annual service agreement from Tritech Software Systems for a total cost of \$65,547.13. Funds are available in Account 123.48123.264.
- 5 Purchase of one CPR device and one defibrillator. (Terry Wiggins, Fire Chief)**  
Recommend accepting two quotes from Physio Control, Inc. for one Lucas CPR Device and for one Lifepak 15 monitor/defibrillator for a total cost of \$51,598.52. Both devices come with the necessary auxiliary equipment. Physio Control, Inc. is a sole source provider for this equipment provides consistency and compatibility with current equipment. Funds are available in Account 110.42300.939.
- 6 Removal of concrete lighting in Veterans Park. (Rick McClanahan, Director of Engineering)**  
MLGW will remove the existing concrete lighting in Veterans Park for a total cost of \$11,443.68. This lighting will be replaced as part of Phase I renovations to W.J. Freeman Park. Funds are available in Account 311.48311.780.51401.
- 7 Condemnation of seven properties for Old Brownsville Road widening. (Rick McClanahan, Director of Engineering)**  
Recommend authorizing condemnation of seven properties for the widening of Old Brownsville Road, if administrative settlements in the maximum amount of \$130,000 cannot be reached. Funds are available in Account 311.48311.770.422.
- 8 Subdivision Contract for the Village at Deer Run. (Rick McClanahan, Director of Engineering)**  
The developers, Skip Hobbs Construction, LLC and James Vernon Hobbs, will pay \$40,462.56 in City fees. The bond is set at \$447,875.17.
- 9 Planning Commission report for July 2017. (Kim Taylor, Director of Planning and Economic Development)**  
Item 1 - Special use permit for an assisted living facility located at the intersection of New Brunswick and Brunswick Roads was approved with conditions and forwarded to the Board of Mayor and Aldermen with a recommendation for approval.  
Item 2 - Site plan for Chick-fil-A, located on Kirby Whitten Road north of Stage Road, was approved with conditions.  
Item 3 - Site plan for the Bartlett High School soccer facility, 5665 Ferguson, was approved with conditions.

## **NEW BUSINESS**

- 1 Appoint Kathleen Robertson to City Beautiful Commission. (A. McDonald, Mayor)**

Ms. Robertson's term will expire December 31, 2017.

<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

**2 Appoint John Horne as Assistant Director of Engineering. (A. McDonald, Mayor)**

Mr. Horne will be sworn in July 31. His appointment term is from August 1, 2017 to December 31, 2018.

<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

**3 Resolution 32-17, a resolution to amend the FY18 Capital Improvement Program Budget to provide additional funding for land acquisition for a new maintenance shop. (Mark Brown, Chief Administrative Officer)**

Mr. Brown explained that the Board approved a letter of intent to purchase this property for the Tennessee College of Applied Technology facility, but the City determined this property is better suited for a new maintenance shop. The Board approved \$250,000 to purchase property for the new shop. This resolution will appropriate an additional \$125,000 to purchase this property at the corner of Yale Road and Brother Boulevard.

Mayor McDonald noted that the shop repairs all city vehicles; therefore funds can be used from a variety of budget accounts.

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

**4 Set a public hearing for August 22, 2017 for Resolution 33-17, a resolution approving a special use permit for an assisted living facility to be located north of Highway 64 on the northeast corner of New Brunswick and Brunswick roads. (Kim Taylor, Director of Planning and Economic Development)**

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

**OPEN DISCUSSION**

No one spoke during Open Discussion.

**ADJOURNMENT**

Meeting adjourned at 7:17 PM

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

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A. Keith McDonald  
Mayor