



City of Bartlett

David Parsons, Mayor

BOARD OF MAYOR AND ALDERMEN MEETING MINUTES

TUESDAY, NOVEMBER 14, 2023 - BARTLETT CITY HALL - 6:00 PM

ATTENDANCE

Mayor David Parsons: Present, Alderman Brad King: Present, Alderman Robert Griffin: Present, Alderman David Reaves: Present, Alderman Monique L. Williams: Present, Vice Mayor Jack Young: Present, Alderman Kevin Quinn: Present.

INVOCATION

Opening Prayer by Jonathan McReynolds, Fullview Baptist Church

FUTURE MEETINGS

Board of Zoning Appeals, November 16 at 6:30 p.m.

Bartlett Arts Council, November 21 at 6 p.m.

BPACC Advisory Board, November 21 at 6 p.m.

Design Review Commission, November 21 at 6:30 p.m.

RECOGNITIONS

Government Finance Officers Association Certificate of Excellence Award (Dick Phebus, Director of Finance)

Mayor Parsons recognized Director of Finance Dick Phebus and the entire Finance Department for receiving the Certificate of Excellence Award issued by the Government Finance Officers Association.

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

MINUTES ACCEPTANCE

Minutes of the October 24, 2023 Board of Mayor and Aldermen Regular Meeting

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Brad King, Alderman
SECONDER:	Jack Young, Vice Mayor
AYES:	Brad King, Robert Griffin, David Reaves, Monique L. Williams, Jack Young, Kevin Quinn

UNFINISHED BUSINESS

I Second Reading of Ordinance 23-06, an ordinance to amend, Title 9, Chapter 2, Peddlers, etc. of the Bartlett Municipal Code by adding a Mobile Vending Ordinance to provide regulations for Mobile Food Vending as a permitted use. (Kim Taylor, Director of Planning and Economic Development)

Director of Planning and Economic Development presented this ordinance as amended with revisions in red ink. Vice Mayor Young sought clarification that the ordinance did not allow 12 consecutive days on private property. Ms. Taylor stated it did not, but a maximum of six times per year with a two consecutive day maximum allowing for 12 days per year total.

Alderman Reaves asked that the Administration consider a longer special use permit that could be issued for blighted private property that would permit three to four mobile food trucks.

Alderman Williams made mention that Cordova and Memphis have permanent food truck parks.

Ms. Taylor explained to allow for special use permits, it would require an amendment in the zoning ordinance and that Administration could review.

RESULT:	APPROVED ON SECOND READING [UNANIMOUS]	Next: 11/28/2023 6:00 PM
MOVER:	David Reaves, Alderman	
SECONDER:	Monique L. Williams, Alderman	
AYES:	Brad King, Robert Griffin, David Reaves, Monique L. Williams, Jack Young, Kevin Quinn	

CONSENT AGENDA

RESULT:	APPROVED [UNANIMOUS]
MOVER:	David Reaves, Alderman
SECONDER:	Robert Griffin, Alderman
AYES:	Brad King, Robert Griffin, David Reaves, Monique L. Williams, Jack Young, Kevin Quinn

I Special event permit for Christmas in Bartlett Market & Festivities. (Trey Arthur, Director of Code Enforcement)

The event will be held on Friday, November 17 from 4 p.m. - 7 p.m., and Saturday, November 18, from 9 a.m. to 4 p.m. at Freeman Park.

2 Reestablish the second Board of Mayor and Aldermen meeting in December, and set the date for December 19, 2023. (David Parsons, Mayor)

3 Bid for Community Development Software. (Kevin Franz, IT Manager)

Recommend accepting the lowest bid meeting bid requirements from iWorQ at an initial total cost of \$90,200.00. This software is for permits and inspections, business licenses, work-order management, and facility management. Funds are available in Account 123.48123.264.

- 4 Professional services renewal for Public Safety Security Cameras / License Plate Recognition Technology from Flock Safety. (Jeff Cox, Police Chief)**
Recommend the selection of Flock Group Inc. as a single-source provider for 15 Flock Safety Cameras with comprehensive monitoring, processing, and machine vision services for a period of two years. The cost is \$2,750 per camera per year, with a total project cost of \$82,500.00. Funding for this purchase is available in Account 110.42100.936 (\$56,840) and Account 123.48123.264 (\$25,660).
- 5 Planning Commission Report for November 2023. (Kim Taylor, Director of Planning and Economic Development)**

NEW BUSINESS

- I Resolution 44-23, a resolution to amend the Fiscal Year 2024 Bartlett City Schools General Purpose School Fund and Education Capital Projects Fund. (Dick Phebus, Director of Finance)**

Mr. Phebus stated that the Board of Education approved this budget amendment by resolution on October 26, 2023. It allows for \$1.1 million to be spent on renovations to the central office and \$35,000.00 for video improvements at Bartlett High School.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	David Reaves, Alderman
SECONDER:	Jack Young, Vice Mayor
AYES:	Brad King, Robert Griffin, David Reaves, Monique L. Williams, Jack Young, Kevin Quinn

- 2 First Reading of Ordinance 23-07, an ordinance to amend Title 8, Chapter 1, Alcoholic Beverages, and Chapter 3, Beer, of the Codified Ordinances of the City of Bartlett. (Ed McKenney, City Attorney)**

City Attorney Ed McKenney outlined the amendments to this existing ordinance.

RESULT:	APPROVED ON FIRST READING [UNANIMOUS] Next: 11/28/2023 6:00 PM
MOVER:	David Reaves, Alderman
SECONDER:	Robert Griffin, Alderman
AYES:	Brad King, Robert Griffin, David Reaves, Monique L. Williams, Jack Young, Kevin Quinn

OPEN DISCUSSION

Alderman King thanked Ms. Taylor for all the work she had done preparing and amending the mobile vending ordinance.

Alderman Reaves asked for an update from John Horne on the Old Brownsville Rd. project. Mr. Horne said they should be completed with the paving by Friday or Saturday. They will need to stripe and pave some cross street sections. He also stated that flashing stop signs will be added.

Director of Community Relations Debbie Gelineau announced several upcoming events:

Friday, November 17 at 5 p.m. is the Christmas Tree Lighting ceremony and kick off of the Christmas in Bartlett Market and Festivities held at the A. Keith McDonald pavilion in W.J. Freeman Park.

Sunday, November 27 at 5 p.m. is a Christmas carol sing-a-long hosted by local churches. This event will also be held at the A. Keith McDonald pavilion. Free coffee and cocoa provided.

Saturday, December 2 at 4 pm. is the Christmas parade. The parade route is new and posted on the City's website.

Ms. Dorris Evans with the Small Business Administration provided information whereby both residents and businesses can obtain lower interest loans for disaster recovery from the June 25 super storms. The deadline for residents to apply is December 26, 2023 and for businesses, it is July 26, 2024. Information is available at City offices and on the website.

ADJOURNMENT

Meeting adjourned at 6:42 PM