



City of Bartlett
A. Keith McDonald, Mayor

BOARD OF MAYOR AND ALDERMEN MEETING AGENDA

TUESDAY, OCTOBER 12, 2021 - BARTLETT CITY HALL - 6:00 PM

INVOCATION

Opening Prayer by Michael Gill, New Hope Christian Church

FUTURE MEETINGS

Parks and Recreation Advisory Board, October 14 at 6 p.m.

Bartlett Arts Council, October 19 at 6 p.m.

BPACC Advisory Board, October 19 at 6 p.m.

Design Review Commission, October 19 at 6:30 p.m.

RECOGNITIONS

Official Business of the Day

MINUTES ACCEPTANCE

Minutes of the September 28, 2021 Board of Mayor and Aldermen Regular Meeting

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 21-03, an ordinance to amend the Zoning Ordinance, Article VI, Section 9, Parking, Storage or Use of Major Recreational Equipment.

UNFINISHED BUSINESS

- I **Third Reading of Ordinance 21-03, an ordinance to amend the Zoning Ordinance, Article VI, Section 9, Parking, Storage or Use of Major Recreational Equipment. (Mark Brown, Chief Administrative Officer)**

CONSENT AGENDA

No consent items

NEW BUSINESS

- 1 Appoint Jimmy Norman to the Bartlett Station Commission. (A. Keith McDonald, Mayor)**
- 2 Appoint David Hunt to Planning Commission. (A. Keith McDonald, Mayor)**
- 3 Dispense with second Board of Mayor and Aldermen meetings in November and December. (Mark Brown, Chief Administrative Officer)**
- 4 Resolution 29-21, a resolution to amend the Fiscal Year 2022 Bartlett City Schools General Purpose School Fund. (Dick Phebus, Director of Finance)**

OPEN DISCUSSION**ADJOURNMENT**



City of Bartlett
A. Keith McDonald, Mayor

BOARD OF MAYOR AND ALDERMEN MEETING MINUTES

TUESDAY, SEPTEMBER 28, 2021 - BARTLETT CITY HALL - 6:00 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 Kevin Quinn: Present.

INVOCATION

Opening Prayer by Vice Mayor Jack Young

FUTURE MEETINGS

Family Assistance Commission, October 4 at 6 p.m.

Planning Commission, October 4 at 7 p.m.

Bartlett Station Commission, October 6 at 7:30 a.m.

City Beautiful Commission, October 7 at 6:30 p.m.

RECOGNITIONS

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

MINUTES ACCEPTANCE

Minutes of the September 14, 2021 Board of Mayor and Aldermen Regular Meeting

RESULT:	ACCEPTED [4 TO 0]
MOVER:	Jack Young, Vice Mayor
SECONDER:	W.C. Pleasant, Alderman
AYES:	Pleasant, Parsons, Young, Quinn
ABSTAIN:	Elliott
ABSENT:	Simmons

UNFINISHED BUSINESS

- I **Second Reading of Ordinance 21-03, an ordinance to amend the Zoning Ordinance, Article VI, Section 9, Parking, Storage or Use of Major Recreational Equipment. (Mark Brown, Chief Administrative Officer)**

Minutes Acceptance: Minutes of Sep 28, 2021 6:00 PM (MINUTES ACCEPTANCE)

The public hearing is set for October 12, 2021.

RESULT:	APPROVED ON SECOND READING [UNANIMOUS]	Next: 10/12/2021 6:00 PM
MOVER:	David Parsons, Alderman	
SECONDER:	W.C. Pleasant, Alderman	
AYES:	Pleasant, Elliott, Parsons, Young, Quinn	
ABSENT:	Simmons	

CONSENT AGENDA

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

- 1 Special event permit for Memphis Classic Chevy Club Fall Car Show. (Jim Brown, Director of Code Enforcement)**
The event will be held on Saturday, October 23 from 8 a.m. to 3 p.m. at W.J. Freeman Park.
- 2 Authorization to auction surplus property. (Dick Phebus, Director of Finance)**
Four items have been identified as having a potential auction-value of \$500 or more and will be auctioned on GovDeals.com
- 3 Proposal for Ambulance Billing Service. (Terry Wiggins, Fire Chief)**
Recommend accepting the proposal from Digitech EMS Billing Services. Funds are available in Account 110.42300.176.

NEW BUSINESS

- 1 Bid for Appling Road Improvements Phase 2. (John Horne, Assistant Director of Engineering)**
Recommend accepting the lowest bid from Ferrell Paving, Inc. in the amount of \$742,272.61 plus a contingency amount of \$74,000.00 for a total cost of \$816,272.61. The project is to widen and improve Appling Road from the north side of Faith Cumberland Presbyterian Church to Southern Way. Funds are available in Account 311.48311.780.4571.

Assistant Director of Engineering John Horne explained the project. Mr. Horne stated that the total cost of the road improvements would be \$823,772.61, including consulting and testing.

Minutes Acceptance: Minutes of Sep 28, 2021 6:00 PM (MINUTES ACCEPTANCE)

RESULT: **APPROVED [UNANIMOUS]**
MOVER: David Parsons, Alderman
SECONDER: W.C. Pleasant, Alderman
AYES: Pleasant, Elliott, Parsons, Simmons, Young, Quinn

- 2 Resolution 24-21, a resolution in opposition to the consideration of the consolidation of governmental services in Shelby County and the formation of a metropolitan government. (Mark Brown, Chief Administrative Officer)**

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

OPEN DISCUSSION

ADJOURNMENT

Meeting adjourned at 6:17 PM

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

A. Keith McDonald, Mayor

Minutes Acceptance: Minutes of Sep 28, 2021 6:00 PM (MINUTES ACCEPTANCE)



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

ORDINANCE (ID # 3020)

Meeting: 10/12/21 06:00 PM

Department: Administration

Category: Amendment

Prepared By: Penny Medlock

Initiator: Mark Brown

Sponsors:

DOC ID: 3020

Ordinance 21-03, an ordinance to amend the Zoning Ordinance, Article VI, Section 9, Parking, Storage or Use of Major Recreational Equipment.

WHEREAS, the City of Bartlett recognizes the need for short-term accommodations for emergency circumstances in the case of uninhabitable residential dwellings damaged by flood, wind, or fire; and

WHEREAS, the Board of Mayor and Aldermen of the City of Bartlett, Tennessee, desires to amend Zoning Ordinance, Article VI, Section 9, Parking, Storage or Use of Major Recreational Equipment, to permit such accommodations.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF BARTLETT, TENNESSEE, THAT:

Section I. Ordinance amended.

Article VI, Section 9, Parking, Storage or Use of Major Recreational Equipment, is hereby amended as follows:

Section 9 - Parking, Storage, or Use of Major Recreational Equipment For purposes of these regulations, major recreational equipment is defined as including boats and boat trailers, travel trailers, pick-up camper or coaches (designed to be mounted on automotive vehicles), motorized dwellings, tent trailers, and the like, and cases or boxes used for transporting recreational equipment, whether occupied by such equipment or not. No major recreational equipment shall be parked or stored on any lot in a residential district except in a carport or enclosed building or behind the building line. However, such equipment may be parked anywhere on residential premises for a period not to exceed twenty-four (24) hours during loading or unloading. No such equipment shall be used for living, sleeping, or housekeeping purposes when parked or stored on a residential lot, or in any location not approved for such use.

Exceptions for short-term living or sleeping in recreational vehicle on a residential lot:

1. Short-term accommodation for emergency circumstances in the case of uninhabitable residential dwelling damage due to flood, wind, or fire.
2. Such short-term residential recreational vehicles and their occupants must submit a written request to include the specific reasons for the need for short-term living and the time frame for the request. Requests must be approved by the Director of Code Enforcement and shall be valid for up to six months, but may be renewed for not more than one additional six-month period.
3. All short-term residential recreational vehicles must be legally registered and tagged.
4. Short-term residential recreational vehicles may only be parked in a carport or

- enclosed building or behind the building line and have the ability to discharge sanitary waste to the sanitary sewer.
5. Such recreational vehicles must be structurally sound and protect its occupants against the elements. The recreational vehicle must be maintained in good aesthetic appearance and function and be kept road-worthy. No structures such as porches, storage space, additional rooms, permanent stairs or the like, may be attached to recreational vehicles.
 6. Construction repairs to the residential dwelling must start within (60) days of the short-term residential recreational vehicle approval. Only one short-term recreational vehicle shall be permitted on any parcel of land during the repair of the permanent dwelling.

Section 2. Severability. Should any provision or part of this Ordinance be rendered void or unenforceable by any court of law, statute or other authority, the rest and remainder of this Ordinance shall remain in full force and effect.

Section 3. Effective Date. This Ordinance shall be effective from and after its final passage, the public welfare requiring it.

First Reading: September 14, 2021

Second Reading: September 28, 2021

Third Reading: October 12, 2021

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

A. Keith McDonald
Mayor

Attest: _____
Penny Medlock, City Clerk

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

SCHEDULED**AGENDA ITEM**

Meeting: 10/12/21 06:00 PM
Department: Board of Mayor and Aldermen
Category: Appointment
Prepared By: Jeanie Underwood
Department Head: A. Keith McDonald

Appoint Jimmy Norman to the Bartlett Station Commission.

Jimmy Norman will fill the position vacated by Rachel Gilliam. His term will expire December 31, 2023.

BARTLETT STATION COMMISSION

NAME	TERM EXPIRES	NEW/ RE-APPOINT
Norman, Jimmy	12/31/2023	New Appointment (replacing Rachel Gilliam)

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

SCHEDULED**AGENDA ITEM**

Meeting: 10/12/21 06:00 PM
Department: Board of Mayor and Aldermen
Category: Appointment
Prepared By: Jeanie Underwood
Department Head: A. Keith McDonald

Appoint David Hunt to Planning Commission.

Appoint David Hunt to Planning Commission. David Hunt is filling Joe Walker's unexpired term. His term will expire on December 31, 2021.

PLANNING COMMISSION

NAME	TERM EXPIRES	NEW/ RE-APPOINT
Hunt, David	12/31/2021	New Appointment (replacing Joe Walker)

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

Meeting: 10/12/21 06:00 PM
Department: Administration
Category: Policy
Prepared By: Penny Medlock
Department Head: Mark Brown

AGENDA ITEM

**Dispense with second Board of Mayor and Aldermen meetings
in November and December.**



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

RESOLUTION (ID # 3037)

Meeting: 10/12/21 06:00 PM

Department: Finance

Category: Presentation

Prepared By: Dick Phebus

Initiator: Dick Phebus

Sponsors:

DOC ID: 3037

Resolution 29-21, a resolution to amend the Fiscal Year 2022 Bartlett City Schools General Purpose School Fund.

WHEREAS, the Bartlett City Board of Mayor and Aldermen is required to approve the Bartlett City Board of Education General Purpose School Fund budget, as amended; and

WHEREAS, the Bartlett City Board of Education, using Resolution 9-3, has approved a budget amendment September 23, 2021, increasing its General Purpose School Fund Instruction Equipment expenditures by \$33,000.00 and decreasing its Maintenance and Repair Buildings expenditures by the same amount; and

WHEREAS, resolution 9-3 of the Bartlett City Board of Education is hereby attached and made a part of this resolution by reference;

NOW THEREFORE BE IT RESOLVED By the Board of Mayor and Aldermen that the amendments to the FY2022 General Purpose School Fund of the Bartlett City Board of Education are approved.

Adopted this day of October 12, 2021

W.C. Pleasant, Register to the

A. Keith McDonald, Mayor

Board of Mayor and Aldermen

Attest: _____
Penny Medlock, City Clerk



RESOLUTION 9-3

A RESOLUTION TO AMEND THE 2021-2022 FISCAL YEAR ANNUAL GENERAL PURPOSE FUND BUDGET OF THE BARTLETT CITY SCHOOLS.

WHEREAS, Tennessee Code Annotated §49-2-203(a)(10)(A)(i) requires the Bartlett City Board of Education to direct the Superintendent and the Chair to prepare a budget on forms furnished by the Commissioner, and when the budget has been approved by the Board, to then submit that budget to the Bartlett Board of Mayor and Aldermen for their approval; and

WHEREAS, these amendments to the General Purpose Fund Budget does not change the total amount of the budget.

NOW, THEREFORE, BE IT RESOLVED BY THE BARTLETT CITY BOARD OF EDUCATION:

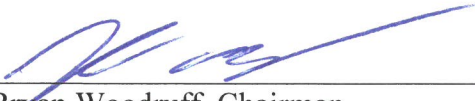
Section 1. That the General Purpose Fund Budget for the 2021-2022 school year for the Bartlett City Schools as presented in official budget documents is hereby amended by reference in the following amounts:

2021-22 GENERAL PURPOSE FUND BUDGET REVENUES	\$92,225,753
Revenues are not amended	
2021-22 GENERAL PURPOSE FUND BUDGET EXPENDITURES	\$92,225,753
Expenditures are amended in the following categories:	
141-71100-72217-310-9999-0000 Regular Instruction Equipment (Board) is amended from \$50,000 to \$83,000	\$33,000
141-72620-33500-815-9999-0000 Maintenance & Repair Buildings is amended from \$424,463 to \$391,463	(\$33,000)
Amended 2021-22 General Fund Budget Expenditures	\$92,225,753

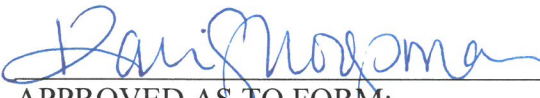
Section 2. That the budget documents required by law will be amended and submitted as required for approval to the Bartlett Board of Mayor and Aldermen, and, upon approval, shall be submitted as required to the State of Tennessee.

Section 3. That this resolution shall become effective Thursday September 23, 2021 from and after its adoption by the Bartlett City Board of Education.

Adopted this 23 day of September, 2021.



D. Bryan Woodruff, Chairman
Bartlett City Board of Education

Dr. David A. Stephens, Superintendent
Bartlett City Board of Education

APPROVED AS TO FORM:
Kari Shoopman, General Counsel