



*City of Bartlett*  
A. Keith McDonald, Mayor

## **BOARD OF MAYOR AND ALDERMEN MEETING MINUTES**

**TUESDAY, AUGUST 11, 2020 - CONFERENCE CALL - 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 Paula Sedgwick: Present.

### **INVOCATION**

Opening Prayer by Jeff Cox

### **FUTURE MEETINGS**

Parks and Recreation Advisory Board, August 13 at 7 p.m.

Bartlett Arts Council, August 18 at 6 p.m.

Special Called Board of Mayor and Aldermen Meeting, August 18 at 6 p.m.

### **RECOGNITIONS**

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

**Mayor McDonald announced that in keeping with Governor Bill Lee's Executive Order No. 51 extending Order Nos. 16 & 34, as determination of record, this meeting was being recorded and that the minutes and the recording will be made available on the City's website within two days.**

### **MINUTES ACCEPTANCE**

**Minutes of the July 28, 2020 Board of Mayor and Aldermen Regular Meeting**

|                  |                                                      |
|------------------|------------------------------------------------------|
| <b>RESULT:</b>   | <b>ACCEPTED [UNANIMOUS]</b>                          |
| <b>MOVER:</b>    | Bobby Simmons, Alderman                              |
| <b>SECONDER:</b> | Paula Sedgwick, Alderman                             |
| <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 Facility maintenance fee payment to the Tennessee Department for Environment and Conservation for Fiscal Year 2021. (John Horne, Assistant Director of Engineering)**

The City's current number of water system connections is 21,845, at \$1.30 per connection, the City's total is \$28,398.50. Funds are available in Account 510.51200.644.

**2 Renewal of Computer-Aided Dispatch Software maintenance agreement June 27, 2020 to June 26, 2021. (Jeff Cox, Police Chief)**

Request to renew annual software service agreement from Tritech Software Systems, a Central Square Company, for a total cost of \$57,879.80. This is a 2020-2021 budgeted item in account 123.48123.264.

**3 Planning Commission Report for July 2020. (Kim Taylor, Director of Planning and Economic Development)**

Item 1) Special use permit for Radiant Group of Companies (New and Used Motor Vehicle Sales), 3020 N. Germantown Rd. was forwarded to the Board of Mayor and Aldermen for approval.

Item 2) Site plan revision for Medical Education & Research Institute (MERI), 3218 Appling Rd. was approved with conditions of staff.

## **NEW BUSINESS**

**1 Set a public hearing for September 8, 2020 for Resolution 23-20, a resolution approving a Special Use Permit to allow new and used motor vehicle sales establishment to be located at 3020 North Germantown Road within the "C-H" Highway Business zoning district. (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> | Emily Elliott, Alderman                              |
| <b>AYES:</b>     | Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick |

**2 Resolution 24-20, a resolution to delete uncollectable property taxes, interest, penalties, and associated costs from the City of Bartlett tax rolls. (Dick Phebus, Director of Finance)**

|                  |                                                      |
|------------------|------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>                          |
| <b>MOVER:</b>    | Bobby Simmons, Alderman                              |
| <b>SECONDER:</b> | Paula Sedgwick, Alderman                             |
| <b>AYES:</b>     | Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick |

**3 First Reading of Ordinance 20-03, an ordinance to adopt the 2020-2021 General Fund, Street Aid Fund, Solid Waste Fund, General Improvement Fund, Drug Enforcement Fund, DEA Enforcement Fund, Drainage Fund, Parks Improvement Fund, E-Citation Fund, Bartlett City School Fund, Utility Fund, Debt Service Fund and Capital Improvements Fund. (Dick Phebus, Director of Finance)**

Director of Finance, Dick Phebus, stated that work on the budget began in January; however, due to the COVID-19 pandemic, revenue streams have been severely impacted. The City received funding from the CARES Act, the State of Tennessee and dividends from the Tennessee Municipal League via Public Entity Partners. Mr. Phebus noted that the General Improvement Fund balance is lower than previous years. The City is experiencing an increase in expenditures in the Debt Services Fund over the current year and that funds have been and may need to be transferred or other revenue sought. The City will obtain a Capital Outlay note to fund the Bartlett High School renovation of \$8M. Discussion was made on the renovation timeline, liquidating damages, and projected interest rates for the bond by Alderman Simmons and Alderman Pleasant.

Mayor McDonald stated that the City is blessed to be in the financial situation we are in with our AAA rating and the ability to borrow. Discussion had been made to use \$8M from the fund balance, but not knowing what the rest of this year or next year will hold, and with interest rates low, they are requesting to borrow the funds in this budget. If things go better than believed, the debt will be paid from the reserves as originally intended.

Alderman Parsons noted that the capital projects such as the renovation at Freeman Park were already in progress before the COVID-19 pandemic. Mayor McDonald mentioned that some projects would be halted until we are more financially able to progress.

Alderman Elliott commented that the City is in better shape than others because of the frugality and sensibility in spending over several years.

|                  |                                                      |                                |
|------------------|------------------------------------------------------|--------------------------------|
| <b>RESULT:</b>   | <b>APPROVED ON FIRST READING [UNANIMOUS]</b>         | <b>Next: 8/18/2020 6:00 PM</b> |
| <b>MOVER:</b>    | Jack Young, Vice Mayor                               |                                |
| <b>SECONDER:</b> | Emily Elliott, Alderman                              |                                |
| <b>AYES:</b>     | Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick |                                |

**4 First Reading of Ordinance 20-04, 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 2020. (Dick Phebus, Director of Finance)**

Mr. Phebus noted that the City's tax rate will remain at \$1.83 per \$100 of assessed value.

|                  |                                                      |                                |
|------------------|------------------------------------------------------|--------------------------------|
| <b>RESULT:</b>   | <b>APPROVED ON FIRST READING [UNANIMOUS]</b>         | <b>Next: 8/18/2020 6:00 PM</b> |
| <b>MOVER:</b>    | Emily Elliott, Alderman                              |                                |
| <b>SECONDER:</b> | Jack Young, Vice Mayor                               |                                |
| <b>AYES:</b>     | Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick |                                |

### **OPEN DISCUSSION**

### **ADJOURNMENT**

Meeting adjourned at 6:29 PM