



City of Bartlett
A. Keith McDonald, Mayor

BOARD OF MAYOR AND ALDERMEN MEETING MINUTES

TUESDAY, JULY 28, 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 Mayor A. Keith McDonald

FUTURE MEETINGS

Family Assistance Commission, August 3 at 6 p.m.

Planning Commission, August 3 at 7 p.m.

Beer Board, August 4 at 6 p.m.

City Beautiful Commission, August 6 at 6:30 p.m.

Bartlett Historical Society, August 10 at 7 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 14, 2020 Board of Mayor and Aldermen Regular Meeting

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	David Parsons, Alderman
SECONDER:	Jack Young, Vice Mayor
AYES:	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. Resolution 15-20, a resolution approving a Special Use Permit to allow funeral home use to be located at 5803 Stage Road within the "CG-MS" General Business with Main Street Overlay zoning district.

In favor: Applicant, Cara Carver, stated they were looking forward to being able to serve the Bartlett community through these funeral services.

Owner of the property, Barbara Wells, complimented the applicants on their business competency and recommended the approval.

In opposition: No one spoke against.

Adjourned at 6:12 p.m.

2. Resolution 16-20, a resolution approving a Special Use Permit to allow funeral home use to be located at 5809 Stage Road within the "CG-MS" General Business with Main Street Overlay zoning district.

In favor: Cindy Phillips, employee of applicant Heritage Funeral Homes, stated they were anxious to move their services to Bartlett.

In opposition: No one spoke against.

Adjourned at 6:17 p.m.

3. Ordinance 20-02, an ordinance amending Article II, Section 5(B); Article IV, Section I; and Article IV, Section 12(A) of the Bartlett Subdivision Ordinance, Title 14, Chapter I, Appendix B, of the Codified Ordinances of the City of Bartlett, Tennessee. The development community expressed concern about the cost and difficulty in acquiring 100 percent bonds for construction activities. This proposed ordinance amendment introduces a minimum bond requirement to spur growth in the land development sector of the City.

No one spoke for or against.

Adjourned at 6:19 p.m.

UNFINISHED BUSINESS

- 1 Resolution 15-20, a resolution approving a Special Use Permit to allow funeral home use to be located at 5803 Stage Road within the "CG-MS" General Business with Main Street Overlay zoning district. (Kim Taylor, Director of Planning and Economic Development)**

Director of Planning, Kim Taylor, explained that the Planning Commission refers to the Board of Mayor and Aldermen a favorable recommendation. The current zoning allows for a funeral home with a Special Use Permit. Applicants have agreements for shared parking arrangements to meet regulations.

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

- 2 Resolution 16-20, a resolution approving a Special Use Permit to allow funeral home use to be located at 5809 Stage Road within the "CG-MS" General Business with Main Street Overlay zoning district. (Kim Taylor, Director of Planning and Economic Development)**

Director of Planning, Kim Taylor, explained that the Planning Commission refers to the Board of Mayor and Aldermen a favorable recommendation. The current zoning allows for a funeral home with a Special Use Permit. Applicants have agreements for shared parking arrangements to meet regulations.

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

- 3 Third Reading of Ordinance 20-02, an ordinance amending Article II, Section 5(B); Article IV, Section I; and Article IV, Section 12(A) of the Bartlett Subdivision Ordinance, Title 14, Chapter I, Appendix B, of the Codified Ordinances of the City of Bartlett, Tennessee. (Rick McClanahan, Director of Engineering)**

Director of Engineering, Rick McClanahan, stated that this ordinance is proposed to spur development particularly in the residential sector. The 100 percent bond requirement was an impediment to construction activities.

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

CONSENT AGENDA

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

- 1 Bid for annual asphalt paving project. (Rick McClanahan, Director of Engineering)**
Recommend accepting the lower bids from the following contractors:
Citywide asphalt pavement - Lehman-Roberts; Asphalt picked up at plant - Standard Construction and Lehman-Roberts. These are all budgeted items. Funds are available in Accounts 311.48311.780.446 and 121.48121.278.
- 2 Special event permit for Big Jim's Pumpkin & Christmas Tree Sales. (Jim Brown, Director of Code Enforcement)**
The event will be held from September 21 thru December 21 from 9 a.m. to 9 p.m. at 6777 Stage Road.
- 3 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 departmental supplies accounts.
- 4 Bid for Pickleball Court Construction. (Shan Criswell, Director of Parks and Recreation)**
Recommend accepting the lowest bid from ViktorHall Construction for \$383,040.00 plus a contingency of \$15,000, for a total cost of \$398,040.00. Funds are available in Accounts 311.48311.51420, 51618 and 50720.

NEW BUSINESS

- 1 Resolution 20-20, a resolution to revise and update the Personnel Policies for the City of Bartlett, Tennessee. (Ted Archdeacon, Director of Personnel)**

Personnel Director, Ted Archdeacon, recommended the approval of the updated Personnel Policies as presented in the agenda packet.

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

2 Resolution 21-20, a resolution to donate surplus personal property to the Arlington Fire Department. (Dick Phebus, Director of Finance)

Director of Finance, Dick Phebus, explained Tennessee State Law and the City of Bartlett's Charter allows for donation of personal property to other governments with resolutions to donate and receive.

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

3 Resolution 22-20, a resolution to donate surplus personal property to the Rossville Fire Department. (Dick Phebus, Director of Finance)

Director of Finance, Dick Phebus, explained Tennessee State Law and the City of Bartlett's Charter allows for donation of personal property to other governments with resolutions to donate and receive.

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

OPEN DISCUSSION

No one spoke.

ADJOURNMENT

Meeting adjourned at 6:27 PM