

City of Bartlett

David Parsons, Mayor

BOARD OF MAYOR AND ALDERMEN MEETING AGENDA

TUESDAY, APRIL 11, 2023 - BARTLETT CITY HALL - 6:00 PM

INVOCATION

Opening Prayer by Archie Kelly, Evangelist Baptist Church

FUTURE MEETINGS

Parks and Recreation Advisory Board, April 13 at 6 p.m.

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

BPACC Advisory Board, April 18 at 6 p.m.

Board of Zoning Appeals, April 20 at 6:30 p.m.

RECOGNITIONS

Named 2022 Tree City USA by Arbor Day Foundation

Blue and Green Day Proclamation

Bartlett High School Girls Basketball Team

Official Business of the Day

MINUTES ACCEPTANCE

Minutes of the March 28, 2023 Board of Mayor and Aldermen Regular Meeting

CONSENT AGENDA

- I **Special event permit for "Bad Dog" McCormack 5K/10K Run. (Trey Arthur, Director of Code Enforcement)**

The event will be held on Saturday, April 22 from 8 a.m. to 10 a.m. at St. Philip's Episcopal Church.

2 Authorization to auction surplus property. (Dick Phebus, Director of Finance)

Twenty-one items have been identified as having a potential auction-value of \$500 or more and will be auctioned on GovDeals.com.

3 Treasurer's Report for February 2023. (Dick Phebus, Director of Finance)

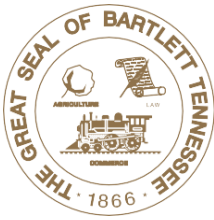
NEW BUSINESS

1 Resolution 06-22, a resolution to amend the Fiscal Year 2023 Bartlett City Schools General Purpose School Fund and Education Capital Projects Fund. (Dick Phebus, Director of Finance)

2 Resolution 07-22, a resolution to amend the Fiscal Year 2023 General Fund Budget to appropriate \$71,200 for education incentive pay for fire department personnel. (Dick Phebus, Director of Finance)

OPEN DISCUSSION

ADJOURNMENT



City of Bartlett

David Parsons, Mayor

BOARD OF MAYOR AND ALDERMEN MEETING MINUTES

TUESDAY, MARCH 28, 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 Bobby Simmons: Present, Vice Mayor Jack Young: Present, Alderman Kevin Quinn: Present.

INVOCATION

Opening Prayer by Johnny Byrd, Legacy Church

FUTURE MEETINGS

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

Planning Commission, April 3 at 7 p.m.

Beer Board, April 4 at 6 p.m.

Bartlett Station Commission, April 5 at 7:30 a.m.

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

RECOGNITIONS

Boy Scout Troop 27 was recognized.

Recognition of Bartlett High School Girls Wrestling State Champion, Maggie Graham

Mayor David Parsons presented Maggie Graham with a proclamation recognizing her as four time State champion for the Bartlett High School Girls Wrestling Team.

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

Minutes Acceptance: Minutes of Mar 28, 2023 6:00 PM (MINUTES ACCEPTANCE)

2022 Employees of the Year Recognition (Ted Archdeacon)

Director of Personnel Ted Archdeacon announced the 2022 Employees of the Year:

Public Works Department - Kathryn Aldridge

Parks and Recreation Department - Kathryn Booth

Police Department - Chris McKee

Fire Department - Michael Sherman

Mayor's Office - Donald Stringfellow

MINUTES ACCEPTANCE**Minutes of the February 28, 2023 Board of Mayor and Aldermen Regular Meeting**

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Jack Young, Vice Mayor
SECONDER:	Bobby Simmons, Alderman
AYES:	Brad King, Robert Griffin, David Reaves, Bobby Simmons, Jack Young, Kevin Quinn

CONSENT AGENDA

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jack Young, Vice Mayor
SECONDER:	Robert Griffin, Alderman
AYES:	Brad King, Robert Griffin, David Reaves, Bobby Simmons, Jack Young, Kevin Quinn

- 1 Special event permit for One Less Orphan 5K Fundraiser. (Trey Arthur, Director of Code Enforcement)**
The event will be held on Saturday, June 3 from 8 a.m. to 10 a.m. at Faith Baptist Church.
- 2 Special event permit for Bartlett Station Farmers Market. (Trey Arthur, Director of Code Enforcement)**
The event will be held on Saturday's beginning on May 20 thru September 23 from 8 a.m. to 12 p.m. at W.J. Freeman Park in the A. Keith McDonald Pavilion.
- 3 Treasurer's Report for January 2023. (Dick Phebus, Director of Finance)**

Budgeted Expenditures	\$92,054,808
Year to Date Expenditures	\$57,343,153
Budgeted Revenues	\$92,054,808
Year to Date Revenues	\$54,816,673

Minutes Acceptance: Minutes of Mar 28, 2023 6:00 PM (MINUTES ACCEPTANCE)

NEW BUSINESS**I Commercial site contract for Lopez Grill. (John Horne, Director of Engineering)**

The developer, Gustavo Lopez, will pay \$20,611.20 in City fees. The bond is set at \$68,360.00.

Alderman David Reaves requested this item be removed from the Consent Agenda for discussion.

Director of Engineering John Horne explained this item passed through both the Planning Commission and Design Review Commission over a year ago. Plans are 90 percent complete and meets criteria to move forward with vote on the contract. The bond set at \$68,360.00 with fees of \$20,611.20 are rates set by ordinance and cover public work such as water, traffic, and erosion control issues.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	David Reaves, Alderman
SECONDER:	Brad King, Alderman
AYES:	Brad King, Robert Griffin, David Reaves, Bobby Simmons, Jack Young, Kevin Quinn

2 Professional fee proposal for one-year extension of audit contract with Watkins Uiberall, PLLC with option to renew for two additional years. (Dick Phebus, Director of Finance)

Director of Finance Dick Phebus stated the fees for the current audit firm, Watkins Uiberall, are included in the packet. The increase is primarily due to Bartlett City Schools' special activity fees and those costs are passed on to the school system.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	David Reaves, Alderman
SECONDER:	Jack Young, Vice Mayor
AYES:	Brad King, Robert Griffin, David Reaves, Bobby Simmons, Jack Young, Kevin Quinn

3 Resolution 03-23, a resolution to amend the Fiscal Year 2023 General Fund Budget to appropriate \$103,200.00 for peace officer supplement pay for police department certified personnel. (Dick Phebus, Director of Finance)

Mr. Phebus stated the City has already received this money from the State. Upon approval, the money will be distributed to the eligible 126 P.O.S.T. certified police officers.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jack Young, Vice Mayor
SECONDER:	David Reaves, Alderman
AYES:	Brad King, Robert Griffin, David Reaves, Bobby Simmons, Jack Young, Kevin Quinn

4 Resolution 04-23, a resolution to amend the Fiscal Year 2023 Bartlett City Schools General Purpose School Fund, School Nutrition Fund and Education Capital Projects Fund. (Dick Phebus, Director of Finance)

Mr. Phebus confirmed the Bartlett City School Board adopted this resolution at their February 23, 2023 meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	David Reaves, Alderman
SECONDER:	Robert Griffin, Alderman
AYES:	Brad King, Robert Griffin, David Reaves, Bobby Simmons, Jack Young, Kevin Quinn

5 Resolution 05-23, a resolution to establish an updated Occupational Safety and Health Program Plan, devise rules and regulations, and to provide for a Health and Safety Officer and the implementation of such program plan. (Ted Archdeacon, Director of Personnel)

Mr. Archdeacon explained this update is required by the Tennessee Occupational Safety and Health Administration (TOSHA).

RESULT:	APPROVED [UNANIMOUS]
MOVER:	David Reaves, Alderman
SECONDER:	Jack Young, Vice Mayor
AYES:	Brad King, Robert Griffin, David Reaves, Bobby Simmons, Jack Young, Kevin Quinn

OPEN DISCUSSION

Mayor Parsons announced that Wednesday, March 29, Jersey Mike's will donate 100 percent of proceeds to the Bartlett Police Charitable Foundation.

He also announced that on Tuesday, April 11, 2023 at 5 p.m. in the Council Chambers a 100 Day Update will be presented to the press. He encouraged all to attend both events.

Alderman Reaves provided an update on the Ad Hoc Christmas Parade Committee. Information will be distributed next month with the date, time, and route.

Assistant Director of Park and Recreation Paul Wright announced the Easter Egg Hunt and Easter Hat Contest at W.J. Freeman Park on April 1, 2023. Festivities begin at 9 a.m.

ADJOURNMENT

Meeting adjourned at 6:39 PM

Harold Brad King, Register to the
Board of Mayor and Aldermen

David Parson, Mayor

Minutes Acceptance: Minutes of Mar 28, 2023 6:00 PM (MINUTES ACCEPTANCE)

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

SCHEDULED**AGENDA ITEM**

Meeting: 04/11/23 06:00 PM
Department: Code Enforcement
Category: Special event permit
Prepared By: Valerie Brantley
Department Head: Trey Arthur

Special event permit for "Bad Dog" McCormack 5K/10K Run.



APPLICATION FOR SPECIAL EVENT
OFFICE OF
BARTLETT CODE ENFORCEMENT
6382 STAGE ROAD
BARTLETT TN 38134
901-385-6425

9380 Davies Plantation Rd 38133
 Address Zip Code

April 22, 2023 _____
 Dates of the Event Hours of the Event

5K and 10K Run
 Type of Event (Fund Raiser, Seasonal, Tent Sale, Sidewalk Sale, Public Attraction)

St Phillip's Episcopal Church
 Property Owner

Juliane Tutko (Next Right Thing Charities) 7761 Macon R
 Special Event Permit Applicant Address of Applicant
Cordova, TN

(901) 483-2212 NA
 Phone Number Fax Number

Check all items that apply:

For information call (901) 385-6425.

- ☒ Letter of Permission
- ☒ Insurance
- ☐ Tents (Fire Retardant letter included)
- ☒ Special Event Checklist
- ☒ Map
- ☐ Sign or Banner

✓ \$60.00 _____ Special Event Fee
✓ \$4.00 _____ Permit Issuing Fee

\$64.00 Total

Juliane Tutko 3/28/23
 Responsible Person Date

****Notify building department 10 days prior to Special Event to be held unless it is a Public Attraction which requires approval from the Board of Mayor & Aldermen.****

APPROVAL

This application is not a permit and grants no rights or privileges.

Attachment: 9380 DAVIES PLANTATION-BAD DOG MCCORMACK 5K-10K-2023 (3293 : Bad Dog McCormack 5K/10K)

Special Event Checklist

Event: "Bad Dog" McCormack 5K/10K
 Location: St Philip's Episcopal Church
 Dates: April 22, 2023

Type of special event: (Check one.)

- | | |
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| <p>☒ <i>Type 1: Noncommercial Events.</i> Fund-raising or non-commercial events held outside an enclosed permanent structure, including parades, advertised demonstrations, or events, including structures used in conjunction with the event.</p> <p>☐ <i>Type 2: Special Seasonal Events.</i> Farmers' market, Christmas tree sales, fruit, flower or vegetable sales, or sale of other seasonal products, when sold other than on the site where grown, constructed or assembled.</p> | <p>☐ <i>Type 3: Commercial Events.</i> Significant commercial events such as tent sales, sidewalk sales, trade shows, merchandise sales, product demonstrations or transient merchants.</p> <p>☐ <i>Type 4: Public Attractions.</i> Significant outdoor public events intended primarily for entertainment or amusement, such as carnivals, concerts, or festivals, including fireworks displays. Requires approval by the Board of Mayor and Aldermen.</p> |
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Exempt events: (If any of these apply, the special event is exempt from the permit requirement.)

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| <p>☒ <i>Public property.</i> Any special event wholly on public streets and right-of-ways or other property of the City, excluding public parks, which special event is allowed specifically or generally by action of the Board of Mayor and Aldermen.</p> <p>☐ <i>Public parks.</i> Any special event held within a public park. (Although exempt from this Section, these types of special events shall be governed by other provisions of the Codified Ordinances regulating conduct in City parks and recreation areas.)</p> <p>☐ <i>City sponsorship.</i> Any special event sponsored or co-sponsored by the City. Such event shall, however, be in compliance with the performance standards in Section 27.F.</p> <p>☐ <i>Special use permit or site plan.</i> Any business already operating under a special use permit or site plan that authorizes the display and sale of outdoor goods or authorizes the operation of any special event as defined herein.</p> <p>☐ <i>Yard sales.</i> Yard sales regulated under Article VI, Section 1 of the Zoning Ordinance.</p> | <p>☐ <i>Auctions/estate sales.</i> Auctions/estate sale for individual property that is not considered a special event and is conducted by duly licensed auctioneers.</p> <p>☐ <i>Business deliveries.</i> Newspaper delivery or bona fide merchants who deliver goods in the regular course of business.</p> <p>☐ <i>Certain solicitations.</i> Solicitors for charitable, non-profit or religious organizations who go from dwelling to dwelling, business to business, street to street, taking or attempting to take orders for goods, wares and merchandise are exempt from these provisions, provided these organizations meet the Internal Revenue Service Criteria to qualify as a charitable, non-profit or religious organization.</p> <p>☐ <i>First Amendment activity.</i> The dispensing of religious pamphlets or other literature which is protected by the United States Constitution under Freedom of Speech, Religion or Press.</p> <p>☐ <i>Political campaigning.</i> Campaigning for public office.</p> |
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Performance standards:

	Sub- mitted ✓ or X	OK	N/A		Comments
1		X		<i>Location.</i> Special events that do not require the use of public right-of-way shall be conducted on private property in a commercial or industrial zoning district, except that non-profit organizations may conduct special events on any property where the owner has granted permission.	map attached
2		X		For all special events that require the use of public right-of-way, the permit granted shall clearly specify the streets to be used for the event and the time that the streets will be closed, if applicable.	Police notified
3			X	Type 3 outdoor sales must be conducted by an existing permanent business adjacent to and on the property of the location of the permanent business. The outdoor sales are to be conducted as an adjunct to the existing permanent business.	
4			X	<i>Land-use compatibility.</i> The special event shall be compatible with the purpose and intent of this Section and with adjacent land uses.	
5		X		The special event shall not impair the normal, safe and effective operation of a permanent use on the same site.	
6		X		The special event shall not endanger or be detrimental to the public health, safety or welfare or injurious to property or improvements in the immediate vicinity of the special event, given the nature of the activity, its location on the site and its relationship to parking and access points.	
7		X		<i>Compliance with other regulations.</i> All structures shall meet all applicable provisions of the Building Code.	
8		X		Any temporary structure shall be promptly removed upon the cessation of the event. Within forty-eight (48) hours of cessation of the event, the site shall be returned to its previous condition, including the removal of all litter, signage, attention-attracting devices or other evidence of the special event. If the site is not returned to its previous condition, the City may restore the site at the event coordinator's expense.	

	Sub- mitted ✓ or X	OK	N/A		Comments										
9	X			<i>Hours of operation and duration.</i> The duration and hours of operation of a special event shall be consistent with the surrounding land uses. The total duration of a special event shall not exceed the duration set forth in Table VI.27-1; however, the duration of the special event may be modified by conditions attached to the issuance of the special event permit, as set forth in Section 27.F. Table V.27-1: Special Event Maximum Duration <table><tr><th>Type of Special Event</th><th>Duration</th></tr><tr><td>Type 1: Noncommercial</td><td>30 days</td></tr><tr><td>Type 2: Special Seasonal</td><td>90 days</td></tr><tr><td>Type 3: Commercial</td><td>14 days</td></tr><tr><td>Type 4: Public Attractions</td><td>14 days</td></tr></table>	Type of Special Event	Duration	Type 1: Noncommercial	30 days	Type 2: Special Seasonal	90 days	Type 3: Commercial	14 days	Type 4: Public Attractions	14 days	memo attached
Type of Special Event	Duration														
Type 1: Noncommercial	30 days														
Type 2: Special Seasonal	90 days														
Type 3: Commercial	14 days														
Type 4: Public Attractions	14 days														
10			X	In addition to the maximum duration as set forth in Table VI.27-1, a shopping center may hold centralized special events, not connected to individual businesses within the shopping center, which do not exceed sixty (60) days in a calendar year. The duration of all special events in a shopping center may be extended on a case by case basis if the special event(s) take place in shopping center parking areas not required for the primary businesses.											
11			X	<i>Frequency.</i> Except as otherwise provided herein, the maximum frequency of a special event on the same property shall be two (2) times per calendar year, excluding a shopping center. A shopping center shall be allowed to hold four (4) centralized events not connected to any individual business located within the center in addition to those events held by the individual businesses located within the shopping center.											

	Sub- mitted ✓ or X	OK	N/A		Comments
12			X	Type 3 outdoor sales at a specific location may be permitted only as follows: a. Outdoor sales may be permitted once in each calendar month if the duration is not more than three (3) days. b. Outdoor sales may be permitted once in each calendar quarter if the duration is more than three (3) days but not more than ten (10) days. c. The minimum time between consecutive outdoor sales periods for the same business on the same property shall be fourteen (14) days from the beginning of one period to the beginning of the next period. Permitted durations are not cumulative in any time period, that is, the time periods in both "a" and "b" may not be added together.	
13	X			<i>Traffic circulation.</i> The special event shall not cause undue traffic congestion or accident potential, given anticipated attendance and the design of adjacent streets, intersections, parking and traffic controls. All sidewalks shall be left open for pedestrian traffic unless special approval is received for blockage. No alleys, driveways, fire lanes or other access points shall be blocked by the special event unless specific approval is granted for the special event.	memo to Police included
14	X			<i>Street closings.</i> The special event permit recipients shall be responsible for securing, installing and immediate removal upon cessation all barricades and signs when street closings are approved. Large Class III barricades shall be sandbagged to prevent blowing over.	

	Sub- mitted ✓ or X	OK	N/A		Comments
15			X	<i>Fire safety.</i> The fire department shall be consulted for the following requirements and inspection, as necessary. a. Fire lanes a minimum of 20 feet in width and 12 feet in height or as otherwise approved by the Fire Chief must be provided in order to allow Fire Department access within 150 feet of all structures and on at least two sides of all two-story structures within 500 feet of the location of the special event. b. All fire hydrants in the area of the special event must be left with five (5) feet of clearance on all sides and shall be accessible from the fire lanes that are designated with the event. c. No open fires shall be permitted unless advance approval is obtained from the Fire Department. d. Fire extinguishers shall be available as determined by the Fire Chief. e. Temporary electrical wiring for the special event shall be installed in accordance with the requirements of the National Electrical Code. f. Tents shall comply with the Fire Code and applicable building codes. g. Exit signs and proper exiting aisles shall be provided in temporary special event structures.	
16		X		<i>Off-street parking.</i> The event shall not create a parking shortage for any other use. All off-street parking surfaces used for the special event shall be concrete or asphalt.	
17		X		<i>Public conveniences and litter control.</i> Adequate on-site rest room facilities and solid waste containers shall be provided. The applicant shall calculate the demand for such facilities and specify how the need will be addressed.	
18		X		<i>Nuisances.</i> The special event shall not generate excessive noise, dust, smoke, glare, spillover lighting or other forms of environmental or visual pollution.	

	Sub- mitted ✓ or X	OK	N/A		Comments
19			X	<i>Area of parking lot dedicated to outdoor special events.</i> a. No more than ten (10) percent of the parking stalls required for the structure associated with the parking lot in which the special event occurs shall be permitted to be used for a special event. Regardless of how many stalls are occupied by the special event, no special event that occurs in the parking lot for a permanent structure may cause a parking shortage for primary and accessory uses associated with that structure. b. No spikes, nails, anchors or other devices shall be driven into any public street, sidewalk or parking lot surface or into any existing concrete or asphalt. Such devices may be used on private parking lots provided any damage resulting therefrom shall be fixed upon cessation of the event and removal of the devices.	
20	X			<i>City services.</i> If the applicant requests the City to provide services or equipment, including but not limited to traffic control or security personnel, or if the City otherwise determines that services or equipment are required to protect the public health, safety, or general welfare, the applicant shall be required to reimburse the City for the cost of the services. The City may require the applicant to submit a security deposit, in an amount determined by the Chief Administrative Officer and in the form approved by the City Attorney, prior to the event to ensure that the applicant complies with this provision.	memo attached
21	X			<i>Insurance coverage.</i> Special event permit recipients must show proof of liability insurance at time of application. If the special event will take place on public property, said certificate of insurance shall name the City as an additional insured party in an amount determined by the Chief Administrative Officer based on the nature of the special event.	

Conditions

Conditions deemed necessary to ensure compatibility with adjacent land-uses and to minimize potential adverse impacts on nearby uses:

	Required ✓ or X	N/A		Comments
22		X	Limitations on signs.	
23		X	Temporary arrangements for parking and traffic circulation.	
24		X	Requirements for screening/buffering and guarantees for site restoration and cleanup following the special event.	
25		X	Modifications or restrictions on the hours of operation, duration of the event, size of the event or other operational characteristics.	
26		X	The posting of security in an amount required by the Permitting Official to help ensure that the operation of the event and the subsequent restoration of the site are conducted according to required special event standards and conditions of approval.	
27		X	The provision of traffic control or security personnel to ensure the public safety and convenience.	
28		X	Execution of a "Special event agreement" in a form acceptable to the City Attorney to ensure the indemnification of the City and that public property will be protected and/or restored to its condition prior to the special event.	

Special event permit application, content and submission requirements

A complete application shall be submitted to the Permitting Official at least ten (10) days prior to the requested start date of any special event.

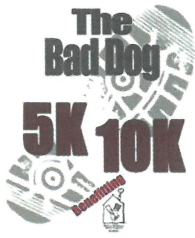
The application shall set forth and contain the following information:

	Sub- mitted ✓ or X	OK	N/A		Comments
29	X			Name and address of the applicant.	
30	X			Names and address of the owner of the premises on which the proposed event is to be held.	attached memo
31		X		Written approval from the property owner agreeing to the proposed event, if the applicant is not the same as the property owner.	
32	X			Description of the site on which the proposed event is to be held.	
33				Date of the proposed event.	
34	X			A narrative written description of the proposed event, the hours of operation, anticipated attendance, and any buildings/ structures, signs or attention-attracting devices proposed to be used in conjunction with the event, as well as a statement that the standards set forth in this Section have been satisfied. The narrative written description shall also state what public streets, if any, are requested to be used for the special event.	memo attached
35	X			A site plan in the form and the level of detail as required by the Permitting Official, showing the location of all existing or proposed uses, structures, parking areas, outdoor display areas, signs, streets, and property lines.	maps attached
36			X	Location and number of proposed temporary public toilets.	using church
37			X	Proposed temporary potable water supplies, which shall be subject to approval by the Director of Code Enforcement, pursuant to applicable authority of the City.	
38		X		Any other information deemed necessary by the Permitting Official to ensure compliance with the standards set forth in this Section.	

Special event permit - authorization by Permitting Official

Type 1, 2 and 3 special events (as defined in part B) may be issued a special event permit by the Permitting Official on the form provided by the City when all of the following conditions have been satisfied and continue to be met throughout the special event:

	OK ✓ or X	N/A		Comments
39	X		A complete application is made on the form provided by the City and a fee paid in accordance with City ordinances.	
40	X (VB)		The application has been reviewed and approved in writing by the Code Enforcement, Fire, Police, and Public Works Departments for traffic control and other safety concerns.	
41		X	An electrical plan, if required for the special event, is approved by the Director of Code Enforcement.	
42	X		The Permitting Official determines the following: a. The special event will comply with the special event performance standards...;	
43	X		b. The special event will not endanger the public health, safety, or general welfare given the nature of the activity, its location on the site, and its relationship to parking and access points;	
44	X		c. The special event will not impair the usefulness, enjoyment or value of adjacent property due to the generation of excessive noise, smoke, odor, glare, litter, or visual pollution;	
45	X		d. The special event shall comply with all applicable state and federal health, safety, environmental and other applicable requirements.	



Doing The Next Right Thing

Honoring the legacy of John "Bad Dog" McCormack

March 6, 2023

Chief Inspector J. J. Leatherwood
Bartlett Police Department
3730 Appling Road
Bartlett, Tennessee 38133

Dear Chief Leatherwood:

I am writing to request the support of the Bartlett Police Department for traffic control in holding our event, The John "Bad Dog" McCormack Memorial 5K/10K supporting Ronald McDonald House of Memphis, on Saturday, April 22, 2023 using the venue and courses formerly used by The Ultimate 5K/10K.

We have reached out and received the support of Father Terry Street of St. Philip Episcopal Church as well as the Davies Plantation Homeowners Association to use the church grounds for our pre- and post-race activities and the neighborhood streets of Davies Plantation for the race courses (see attached). Our race is timed and course coning is provided by Memphis Runners Track Club.

We have identified the intersections where we feel we need traffic control by BPD Officers due to the potential for heavier traffic. Those intersections are:

- Davies Plantation & Davies Manor (5K & 10K)
- Davies Plantation & Hillman Way (5K)
- Davies Plantation & Vanderschaaf (10K)
- Davies Plantation & Davieshire (5K)
- Davies Plantation & Alfred (5K)
- Davies Plantation & St. Philip (10K)
- Davies Plantation & Pembroke Ellis (5K & 10K)

It is possible one officer could cover both Davieshire and Alfred crossings. We are open to any other suggestions you have.

We look forward to working with the City of Bartlett to bring this event to your community.

Please feel free to contact me should you have any questions.

Best Regards,

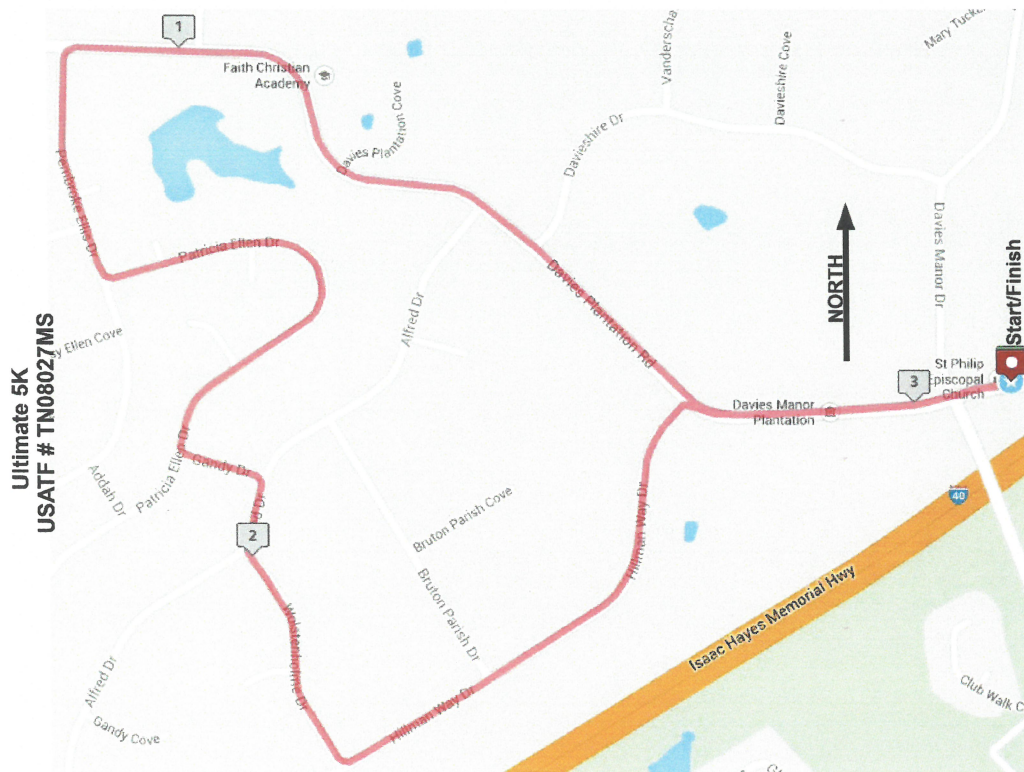
Julianne Tutko Daniela Krause

Julianne Tutko & Daniela Krause
Race Directors
The John "Bad Dog" McCormack Memorial 5K/10K

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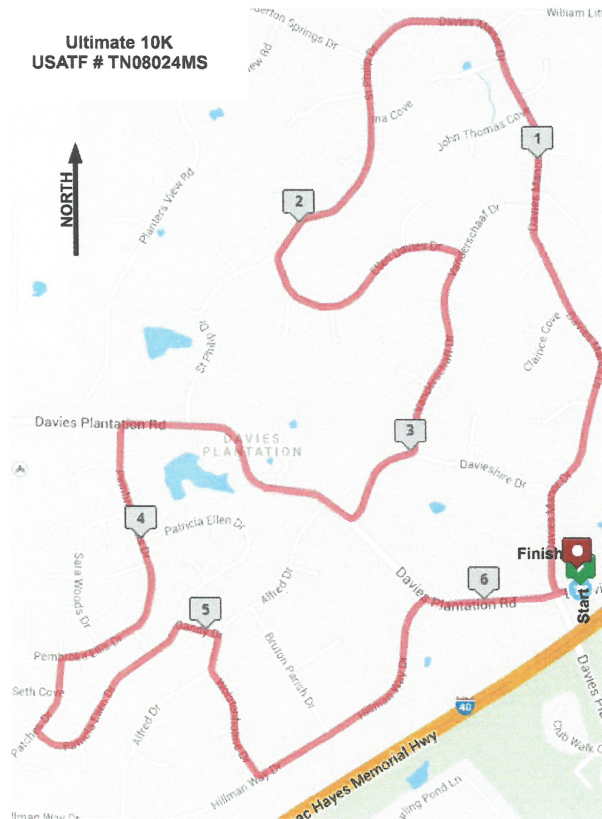
**The Bad Dog 5K/10K • c/o Unity Church P.O. Box 1328 • Cordova, Tennessee 38088-1328
901-690-6085 • baddog5kvolunteers@gmail.com**

Attachment: 9380 DAVIES PLANTATION-BAD DOG MCCORMACK 5K-10K-2023 (3293 : Bad Dog McCormack 5K/10K)



Course Guide – Ultimate 5K

1. Start on Davies Plantation Road, outside of St. Philip Church Driveway.
2. Follow Davies Plantation Road for over a mile.
3. Mile 1 is located on the right side just past to St Philip Drive.
4. Turn Left onto Pembroke Ellis Drive.
5. Turn Left onto Patricia Ellen Drive.
6. Turn Left onto Gandy Drive. (At this point, both races join together.)
7. Turn Right onto Alfred Drive.
8. Turn Left onto Wolstenholme Drive.
9. Mile 2 is located on the right side just after the turn.
10. Turn Left onto Hillman Way Drive.
11. Turn Right onto Davies Plantation Road.
12. Mile 3 is located on the right side just prior to the 4 way stop.
13. Continue past the St. Philip Church driveway.
14. The Finish Line is located on Davies Plantation Road at the same point as the start.



Course Guide – Ultimate 10K

1. Start on Davies Plantation Road, outside of St. Philip Church Driveway.
2. Immediate Right Turn onto Davies Manor.
3. Mile 1 is located on the left side just prior to Gypsy Cove.
4. Continue on as Davies Manor turns into St. Philip Drive.
5. Mile 2 is located on the left side just past Vaughn Cove.
6. Turn Left onto Ellen Davies Drive.
7. Turn Right onto Vanderschaff Drive.
8. Turn Right onto Davieshire Drive.
9. Mile 3 is located just after the turn on the left side.
10. Turn Right onto Davies Plantation Road
11. Turn Left onto Pembroke Ellis Drive.
12. Mile 4 is located on the right side just prior to Sara Woods Drive.
13. Turn Left onto Patches Drive.
14. Turn Left onto Patricia Ellen Drive.
15. Turn Right onto Gandy Drive.
16. Mile 5 is located on the right side by the last mailbox prior to the turn.
17. Turn Right onto Alfred Drive.
18. Turn Left onto Wolstenholme Drive.
19. Turn Left onto Hillman Way Drive.
20. Turn Right onto Davies Plantation Road.
21. Mile 6 is located on the right side just past the entrance to the Manor Home.
22. Turn Left into the St. Philip Church driveway.
23. The Finish Line is located on the right side, just past the trees.\

Shan Criswell

From: Director Baddog <director@baddog5k.com>
Sent: Wednesday, March 29, 2023 4:12 PM
To: Shan Criswell
Subject: [External]Fw: Email granting permission

WARNING

This email originated from outside of The City of Bartlett. Do not click links or open attachments unless you recognize the sender and know that the content is safe.

Julianne Tutko & Daniela Krause
 Co-Race Directors
[The Bad Dog 5K & 10K](#)
 Julianne: 901-483-2212
 Daniela: 901-690-6085

From: St Philip Office <office@stphilipmemphis.org>
Sent: Wednesday, March 29, 2023 4:19 PM
To: Director Baddog <director@baddog5k.com>
Cc: Rev. Terry Street <rector@stphilipmemphis.org>
Subject: RE: Email granting permission

We give permission to The John "Bad Dog" McCormack Memorial 5K/10K to hold their race on our property on April 22, 2023.

We are honored to help host this race for such a worthy cause.

The Rev. Terry Street, Rector
 9380 Davies Plantation Road
 Bartlett, TN 38133
 901-896-5106

From: Terry Street <rector@stphilipmemphis.org>
Sent: Wednesday, March 29, 2023 3:43 PM
To: office@stphilipmemphis.org
Subject: Fwd: Email granting permission

Sent from my iPhone

Begin forwarded message:

From: Director Baddog <director@baddog5k.com>
Date: March 29, 2023 at 11:13:54 AM CDT

Attachment: 9380 DAVIES PLANTATION-BAD DOG MCCORMACK 5K-10K-2023 (3293 : Bad Dog McCormack 5K/10K)



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/30/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER K&K Insurance Group, Inc. 1712 Magnavox Way Fort Wayne IN 46804	CONTACT NAME: Mass Merchandising Underwriting PHONE (A/C, No, Ext): 800-426-2889 FAX (A/C, No): 260-459-5105 E-MAIL ADDRESS: info@sportsinsurance-kk.com PRODUCER CUSTOMER ID:														
INSURED Next Right Charities c/o Unity Church P.O. Box 1328 Cordova, TN 38088 A Member of the Sports, Leisure & Entertainment RPG	<table border="1"> <thead> <tr> <th data-bbox="803 493 1404 514">INSURER(S) AFFORDING COVERAGE</th> <th data-bbox="1404 493 1546 514">NAIC #</th> </tr> </thead> <tbody> <tr> <td data-bbox="803 514 1404 535">INSURER A: Nationwide Mutual Insurance Company</td> <td data-bbox="1404 514 1546 535">23787</td> </tr> <tr> <td data-bbox="803 535 1404 556">INSURER B:</td> <td data-bbox="1404 535 1546 556"></td> </tr> <tr> <td data-bbox="803 556 1404 577">INSURER C:</td> <td data-bbox="1404 556 1546 577"></td> </tr> <tr> <td data-bbox="803 577 1404 598">INSURER D:</td> <td data-bbox="1404 577 1546 598"></td> </tr> <tr> <td data-bbox="803 598 1404 619">INSURER E:</td> <td data-bbox="1404 598 1546 619"></td> </tr> <tr> <td data-bbox="803 619 1404 640">INSURER F:</td> <td data-bbox="1404 619 1546 640"></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Nationwide Mutual Insurance Company	23787	INSURER B:		INSURER C:		INSURER D:		INSURER E:		INSURER F:	
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INSURER C:															
INSURER D:															
INSURER E:															
INSURER F:															

COVERAGES

CERTIFICATE NUMBER: W02418605

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS																
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PROJECT ☐ LOC OTHER:	X		6BRPG0000007893700	04/22/2023 12:01 AM EDT	04/23/2023 12:01 AM	<table border="1"> <tr><td>EACH OCCURRENCE</td><td>\$1,000,000</td></tr> <tr><td>DAMAGE TO RENTED PREMISES (Ea Occurrence)</td><td>\$1,000,000</td></tr> <tr><td>MED EXP (Any one person)</td><td>\$5,000</td></tr> <tr><td>PERSONAL & ADV INJURY</td><td>\$1,000,000</td></tr> <tr><td>GENERAL AGGREGATE</td><td>\$5,000,000</td></tr> <tr><td>PRODUCTS - COMP/OP AGG</td><td>\$1,000,000</td></tr> <tr><td>PROFESSIONAL LIABILITY</td><td></td></tr> <tr><td>LEGAL LIAB TO PARTICIPANTS</td><td>\$1,000,000</td></tr> </table>	EACH OCCURRENCE	\$1,000,000	DAMAGE TO RENTED PREMISES (Ea Occurrence)	\$1,000,000	MED EXP (Any one person)	\$5,000	PERSONAL & ADV INJURY	\$1,000,000	GENERAL AGGREGATE	\$5,000,000	PRODUCTS - COMP/OP AGG	\$1,000,000	PROFESSIONAL LIABILITY		LEGAL LIAB TO PARTICIPANTS	\$1,000,000
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AGGREGATE																							
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y / N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					<table border="1"> <tr><td>☐ PER STATUTE ☐ OTHER</td><td></td></tr> <tr><td>E.L. EACH ACCIDENT</td><td></td></tr> <tr><td>E.L. DISEASE - EA EMPLOYEE</td><td></td></tr> <tr><td>E.L. DISEASE - POLICY LIMIT</td><td></td></tr> </table>	☐ PER STATUTE ☐ OTHER		E.L. EACH ACCIDENT		E.L. DISEASE - EA EMPLOYEE		E.L. DISEASE - POLICY LIMIT									
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E.L. DISEASE - EA EMPLOYEE																							
E.L. DISEASE - POLICY LIMIT																							
A	MEDICAL PAYMENTS FOR PARTICIPANTS			6BRPG0000007893700	04/22/2023 12:01 AM EDT	04/23/2023 12:01 AM	<table border="1"> <tr><td>PRIMARY MEDICAL</td><td></td></tr> <tr><td>EXCESS MEDICAL</td><td>\$25,000</td></tr> </table>	PRIMARY MEDICAL		EXCESS MEDICAL	\$25,000												
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EXCESS MEDICAL	\$25,000																						

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Legal Liability to Participants (LLP) limit is a per occurrence limit.

Event Name: The John "Bad Dog" McCormack Memorial 5K/10K Type of Event: Walk and Run Distance: 5K

Event Date (including ancillary events and set-up/tear-down): 4/22/2023 to 4/22/2023 Number of Participants: 500 Event Location: St. Phillip Episcopal Church 9380 Davies Plantation Road, Memphis

The certificate holder is added as an additional insured, but only for liability caused, in whole or in part, by the acts or omissions of the named insured.

CERTIFICATE HOLDER

City Of Bartlett
 6400 Stage Road
 Bartlett, TN 38134
 (Owner/Lessor of Premises)

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Scott P. Smith

Coverage is only extended to U.S. events and activities.

** NOTICE TO TEXAS INSUREDS: The Insurer for the purchasing group may not be subject to all the insurance laws and regulations of the State of Texas

POLICY NUMBER: 6BRPG0000007893700

COMMERCIAL GENERAL LIABILITY
CG 20 26 04 13

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED – DESIGNATED
PERSON OR ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE**Name Of Additional Insured Person(s) Or Organization(s)**City Of Bartlett
6400 Stage Road
Bartlett, TN 38134

Named Insured: Next Right Charities

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

1. In the performance of your ongoing operations; or
2. In connection with your premises owned by or rented to you.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

Attachment: 9380 DAVIES PLANTATION-BAD DOG MCCORMACK 5K-10K-2023 (3293 : Bad Dog McCormack 5K/10K)

Valerie Brantley

From: Shan Criswell
Sent: Monday, April 3, 2023 4:47 PM
To: Valerie Brantley
Subject: FW: [External]Letter to Inspector Leatherwood
Attachments: Letter to Inspector Leatherwood.pdf; Ultimate 5K.pdf; Ultimate 10K .pdf

I talked to her and I guess she misunderstood about sending this to you.

From: Laurie Thompson <lthompson@bartlettspolice.org>
Sent: Monday, April 3, 2023 4:25 PM
To: director@baddog5k.com; Shan Criswell <scriswell@cityofbartlett.org>
Subject: FW: [External]Letter to Inspector Leatherwood

Ms. Tutko & Ms. Krause,
 The Bartlett Police Department will be available to assist with traffic control for this event. Please let me know if you need anything else.
 Sincerely,

Chief Inspector Laurie Thompson

Bartlett Police Department
 3730 Appling Road
 Bartlett, TN 38133
 Office 901-385-5529 ext 2004
 Cell 901-828-6609

From: JJ Leatherwood <jjleatherwood@bartlettspolice.org>
Sent: Monday, April 3, 2023 11:09 AM
To: Laurie Thompson <lthompson@bartlettspolice.org>
Subject: FW: [External]Letter to Inspector Leatherwood

J. J. Leatherwood



jjleatherwood@bartlettspolice.org
www.bartlettspolice.org

Attachment: 9380 DAVIES PLANTATION-BAD DOG MCCORMACK 5K-10K-2023 (3293 : Bad Dog McCormack 5K/10K)

From: Shan Criswell <scriswell@cityofbartlett.org>
Sent: Monday, April 3, 2023 11:01 AM
To: JJ Leatherwood <jjleatherwood@bartlettspolice.org>
Subject: FW: [External]Letter to Inspector Leatherwood

Valerie asked me to see if you could send over an email that you all will be able to do this for them. It is a course that has been done out there at Davies for many years. They have a new Director of it that I am helping ou with this.

Thanks!

Shan

From: Director Baddog <director@baddog5k.com>
Sent: Monday, March 6, 2023 11:23 AM
To: Shan Criswell <scriswell@cityofbartlett.org>
Cc: baddog5kvolunteers@gmail.com
Subject: [External]Letter to Inspector Leatherwood

WARNING

This email originated from outside of The City of Bartlett. Do not click links or open attachments unless you recognize the sender and know that the content is safe.

Shan,
 Attached is the letter for Inspector Leatherwood.
 Please let me know if this will suffice.
 Thanks!
 Julianne

Julianne Tutko & Daniela Krause
 Co-Race Directors
[The Bad Dog 5K & 10K](#)
 Julianne: 901-483-2212
 Daniela: 901-690-6085

Attachment: 9380 DAVIES PLANTATION-BAD DOG MCCORMACK 5K-10K-2023 (3293 : Bad Dog McCormack 5K/10K)



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

AGENDA ITEM

Meeting: 04/11/23 06:00 PM

Department: Finance

Category: Presentation

Prepared By: Dick Phebus

Department Head: Dick Phebus

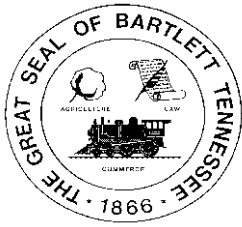
Authorization to auction surplus property.

Department	Year	Make/Model	Color	Vehicle ID#
Public Works	2003	Freightliner FL70	White	1FVABTAK13HL74045
Public Works	2003	Ford F250 XL	White	1FTNF21F93EB30756
Public Works	2014	Woods PRD7200	Brown	1284164
Public Works	2002	ODB	SCL800TM25	09013274
Public Works	2011	Snap On Tire Balancer	Red	
Public Works	1989	Rotary	SPOA84	
Police	2011	Ford Crown Vic	Black/White	2FABP7BV4BX113286
Police	2014	Dodge Charger	Black/White	2C3CDXAT0EH205599
Police	2013	Dodge Charger	Black/White	2C3CDZAT3DH642849
Police	2013	Dodge Charger	Black/White	2C3CDXAT3DH642849
Police	2010	Ford Crown Vic	Black/White	2FABP7BV8BX113288
Police	2013	Dodge Charger	Black/White	2C3CDXAT9EH205603
Police	2014	Dodge Charger	Black/White	2C3CDXAT7EH367813
Police	2012	Dodge Charger	Black/White	2C3CDXAT3CH195731
Police	2012	Dodge Charger	Black/White	2C3CDXAT5CH195732
Police	2011	Ford Crown Vic	Black/White	2FABP7BV8BX113288
Police	2014	Dodge Charger	Black/White	2C3CDXAT0EH205604
Police	2012	Dodge Charger	Black/White	2C3CDXAT1CH195730

Article V Section 4 of the Charter of the City of Bartlett designates the authority to the Mayor to sell surplus property with Board approval for items valued over \$500. The following items have been identified as surplus with a potential value of over \$500 and are eligible to be sold at public auction.

It is our recommendation that these items be approved to be sold at public auction. If approved, the City of Bartlett will advertise the items to be auctioned on the GovDeals website (www.govdeals.com).

Thank you for your consideration of the above item.



City of Bartlett

David Parsons, Mayor

MEMORANDUM

Date: April 11, 2023

To: Mayor and Board of Aldermen

From: Dick Phebus, Director of Finance

Re: Authorization to Auction Surplus Property

Article V Section 4 of the Charter of the City of Bartlett designates the authority to the Mayor to sell surplus property with Board approval for items valued over \$500. The following items have been identified as surplus with a potential value of over \$500 and are eligible to be sold at public auction.

<u>Department</u>	<u>Year</u>	<u>Make/Model</u>	<u>Color</u>	<u>Vehicle ID#</u>
Public Works	2002	Ford F150 XLT	White	1FTRX17W42NB01891
Public Works	2003	Freightliner FL70	White	1FVABTAK13HL74045
Public Works	2003	Ford F250 XL	White	1FTNF21F93EB30756
Public Works	2002	Ford F150XLT	White	1FTRX17W92NB82807
Public Works	2014	Woods PRD7200	Brown	1284164
Public Works	2002	ODB	SCL800TM25	09013274
Public Works	2003	Ford Ranger XLT	White	1FTYR14V73PB25464

Attachment: GovDeals auction 041123 (3292 : Authorization to Auction Surplus Property Apr. 2023)

Public Works	2011	Snap On Tire Balancer	Red	
Public Works	1989	Rotary	SPOA84	
Police	2011	Ford Crown Vic	Black/White	2FABP7BV4BX113286
Police	2014	Dodge Charger	Black/White	2C3CDXAT0EH205599
Police	2013	Dodge Charger	Black/White	2C3CDZAT3DH642849
Police	2013	Dodge Charger	Black/White	2C3CDXAT3DH642849
Police	2010	Ford Crown Vic	Black/White	2FABP7BV8BX113288
Police	2013	Dodge Charger	Black/White	2C3CDXAT9EH205603
Police	2014	Dodge Charger	Black/White	2C3CDXAT7EH367813
Police	2012	Dodge Charger	Black/White	2C3CDXAT3CH195731
Police	2012	Dodge Charger	Black/White	2C3CDXAT5CH195732
Police	2011	Ford Crown Vic	Black/White	2FABP7BV8BX113288
Police	2014	Dodge Charger	Black/White	2C3CDXAT0EH205604
Police	2012	Dodge Charger	Black/White	2C3CDXAT1CH195730

It is our recommendation that these items be approved to be sold at public auction. If approved, the City of Bartlett will advertise the items to be auctioned on the GovDeals website (www.govdeals.com).

Thank you for your consideration of the above item.

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

SCHEDULED**AGENDA ITEM**

Meeting: 04/11/23 06:00 PM

Department: Finance

Category: Report

Prepared By: Eric Phan

Department Head: Dick Phebus

Treasurer's Report for February 2023.



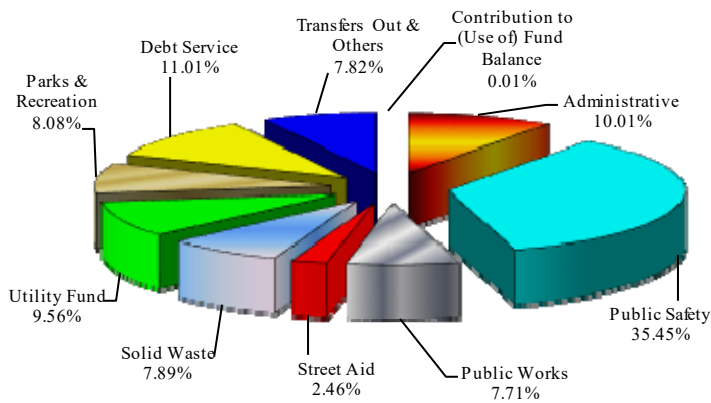
City of Bartlett

FINANCIAL REPORT

February 28, 2023

Total Expenditures, FY 2023 Budget: \$92,054,808

WHERE THE \$ GOES (Does not include School)

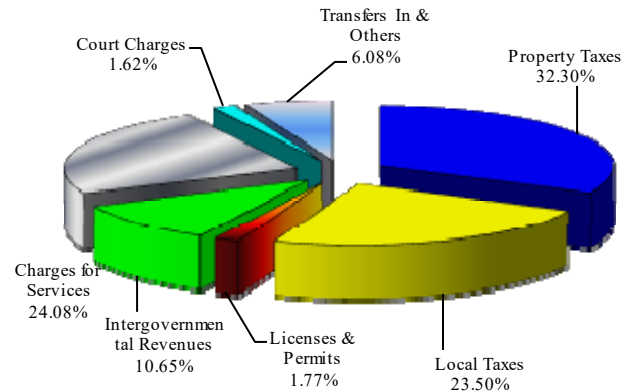


BUDGET HIGHLIGHTS

- Local, State Sales Taxes and Charges for Services are exceeding budget. Other revenues are within budget.
- Property taxes are due February 28 and delinquent March 1.
- Delinquent 2021 property taxes were submitted to the Trustee for collection.
- Fiscal Year 2023 budgets are being prepared by the departments now.

Total Revenues, FY 2023 Budget: \$92,054,808

WHERE THE \$ COMES FROM (Does not include School)



FY 2023 YEAR-TO-DATE For The Period Ending February 28, 2023

	Adopted Budget	Year-to-Date Actual
General Fund Expenditures		
Administrative	\$ 8,505,009	\$ 4,772,914
Public Safety	32,193,764	22,031,156
Public Works	6,967,139	4,362,277
Parks and Recreation	6,661,221	4,800,158
Performing Arts	777,765	505,386
Transfers & Other Gen. Fund Items	6,389,019	6,276,019
Subtotal	\$ 61,493,917	\$ 42,747,911
General Fund Revenues		
Property Taxes	\$ 29,731,000	\$ 28,562,832
Local Taxes	17,178,430	9,127,976
Building and Development Fees	1,626,200	1,025,020
Intergovernmental	7,654,000	4,020,593
Charges for Services	3,745,960	2,822,273
Court Charges	1,258,000	859,670
Other Revenue	300,327	357,904
Subtotal	\$ 61,493,917	\$ 46,776,267
Special Rev. Funds-Expenditures	\$ 11,024,872	\$ 8,777,559
Special Rev. Funds-Revenues	\$ 11,024,872	\$ 10,001,145
Utility Expenses	\$ 10,365,019	\$ 5,525,025
Utility Revenues	\$ 10,365,019	\$ 7,093,140
Debt Service Expenditures	\$ 9,171,000	\$ 8,517,608
Debt Service Revenues	\$ 9,171,000	\$ 7,040,808
Total Expenditures	\$ 92,054,808	\$ 65,568,102
Total Revenues	\$ 92,054,808	\$ 70,911,361

Note: FY 2023 Adopted Budget includes use of fund balance in the Special Revenue Funds.

Attachment: Feb23FinRprt (3294 : Treasurer's Report for February 2023)



City of Bartlett -- Financial Summary
For The Period Ending For The Period Ending February 28, 2023

	FY 2022 Actual	FY 2023 Adopted Budget	Increase/ Decrease in \$	Year-to-Date Actual FY 2022	Year-to-Date Actual FY 2023	Increase/ Decrease in \$	Percent of FY 2022 Actual	Percent of FY 2023 Budget	Increase/ Decrease in %
General Fund Expenditures									
Administrative	\$ 7,062,728	\$ 8,505,009	\$ 1,442,281	\$ 4,860,366	\$ 4,772,914	\$ (87,452)	68.82%	56.12%	-12.70%
Public Safety	30,777,032	32,193,764	1,416,732	20,651,559	22,031,156	1,379,597	67.10%	68.43%	1.33%
Public Works	5,986,620	6,967,139	980,519	3,721,162	4,362,277	641,115	62.16%	62.61%	0.45%
Parks and Recreation	6,698,298	6,661,221	(37,077)	4,177,783	4,800,158	622,375	62.37%	72.06%	9.69%
Performing Arts	731,876	777,765	45,889	458,727	505,386	46,659	62.68%	64.98%	2.30%
Transfers & Other Gen. Fund Items	9,161,033	6,389,019	(2,772,014)	7,681,019	6,276,019	(1,405,000)	83.84%	98.23%	14.39%
Total General Fund Expenditures	\$ 60,417,587	\$ 61,493,917	\$ 1,076,330	\$ 41,550,617	\$ 42,747,911	\$ 1,197,294	68.77%	69.52%	0.74%
General Fund Revenues									
Property Taxes	\$ 29,671,002	\$ 29,731,000	\$ 59,998	\$ 28,505,280	\$ 28,562,832	\$ 57,552	96.07%	96.07%	0.00%
Local Taxes	16,586,268	17,178,430	592,162	8,486,910	9,127,976	641,066	51.17%	53.14%	1.97%
Building and Development Fees	1,632,022	1,626,200	(5,822)	983,879	1,025,020	41,141	60.29%	63.03%	2.75%
Intergovernmental	7,611,046	7,654,000	42,954	3,781,158	4,020,593	239,434	49.68%	52.53%	2.85%
Charges for Services	4,001,941	3,745,960	(255,981)	2,316,198	2,822,273	506,075	57.88%	75.34%	17.46%
Court Charges	1,351,432	1,258,000	(93,432)	818,675	859,670	40,995	60.58%	68.34%	7.76%
Other Revenue	1,128,797	300,327	(828,470)	1,066,635	357,904	(708,731)	94.49%	119.17%	24.68%
Total General Fund Revenues	\$ 61,982,507	\$ 61,493,917	\$ (488,590)	\$ 45,958,735	\$ 46,776,267	\$ 817,532	74.15%	76.07%	1.92%
Special Revenue Funds									
Street Aid Fund	\$ 2,389,204	\$ 2,260,000	\$ (129,204)	\$ 1,684,205	\$ 933,297	\$ (750,908)	70.49%	41.30%	-29.20%
Solid Waste Fund	6,803,184	7,323,166	519,983	4,174,664	4,329,685	155,021	61.36%	59.12%	-2.24%
General Improvement Fund	733,947	877,050	143,103	575,046	495,870	(79,177)	78.35%	56.54%	-21.81%
Drug Enforcement Fund	322,685	297,000	(25,685)	141,923	72,199	(69,724)	43.98%	24.31%	-19.67%
DEA Enforcement Fund	164,685	125,000	(39,685)	75,523	3,249	(72,274)	45.86%	2.60%	-43.26%
Drainage Control Fund	116,228	129,656	13,428	157,921	78,813	(79,108)	135.87%	60.79%	-75.09%
Park Improvement Fund	150,000	0	(150,000)	3,166	0	(3,166)	0.00%	0.00%	0.00%
E-Citation Fund	17,620	13,000	(4,620)	163,928	0	(163,928)	0.00%	0.00%	0.00%
Grant Funds	6,947,500	0	(6,947,500)	3,709,304	2,864,446	(844,858)	53.39%	0.00%	-53.39%
Special Revenue Funds - Expenditures	\$ 17,645,053	\$ 11,024,872	\$ (6,620,180)	\$ 10,685,681	\$ 8,777,559	\$ (1,908,122)	60.56%	79.62%	19.06%
Special Revenue Funds - Revenues	\$ 16,570,143	\$ 11,024,872	\$ (5,545,271)	\$ 10,953,896	\$ 10,001,145	\$ (952,751)	66.11%	90.71%	24.61%
Utility Fund									
Total Utility Operations	\$ 7,539,977	\$ 9,381,516	\$ 1,841,539	\$ 5,206,278	\$ 4,659,080	\$ (547,199)	69.05%	49.66%	-19.39%
Total Utility Debt Expenses	1,170,856	983,503	(187,353)	1,117,510	865,945	(251,564)	95.44%	88.05%	-7.40%
Total Utility Expenses	\$ 8,710,833	\$ 10,365,019	\$ 1,654,186	\$ 6,323,788	\$ 5,525,025	\$ (798,763)	72.60%	53.30%	-19.29%
Total Utility Revenues	\$ 10,407,936	\$ 10,365,019	\$ (42,917)	\$ 6,720,547	\$ 7,093,140	\$ 372,593	64.57%	68.43%	3.86%
Debt Service Fund									
Total Debt Service Expenditures	\$ 9,426,930	\$ 9,171,000	\$ (255,930)	\$ 8,953,797	\$ 8,517,608	\$ (436,189)	94.98%	92.88%	-2.11%
Total Debt Service Revenues	\$ 10,032,224	\$ 9,171,000	\$ (861,224)	\$ 7,872,194	\$ 7,040,808	\$ (831,386)	78.47%	76.77%	-1.70%
Total Expenditures	\$ 96,200,402	\$ 92,054,808	\$ (4,145,594)	\$ 67,513,883	\$ 65,568,102	\$ (1,945,781)	70.18%	71.23%	1.05%
Total Revenues	\$ 98,992,811	\$ 92,054,808	\$ (6,938,003)	\$ 71,505,373	\$ 70,911,361	\$ (594,012)	72.23%	77.03%	4.80%



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

RESOLUTION (ID # 3287)

Meeting: 04/11/23 06:00 PM

Department: Finance

Category: Presentation

Prepared By: Dick Phebus

Initiator: Dick Phebus

Sponsors:

DOC ID: 3287

Resolution 06-22, a resolution to amend the Fiscal Year 2023 Bartlett City Schools General Purpose School Fund and Education Capital Projects 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 10-5, has approved a budget amendment on March 23, 2023, which approves the planned use of General Purpose School Fund balances to increase expenditures in the General Fun, and Education Capital Projects Special Revenue Fund. Funds are provided for these increased expenditures from a budgeted use of General Purpose School Fund Balance of \$1,800,000; and

WHEREAS, resolution 10-5 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 amendment itemized in resolution 10-5 to the FY2023 General Purpose School Fund and Education Capital Projects Fund of the Bartlett City Board of Education is approved.

Adopted this day of April 11, 2023

Harold Brad King, Register to the

Board of Mayor and Aldermen

David Parsons, Mayor

Attest: _____
Penny Medlock, City Clerk



RESOLUTION 10-5

A RESOLUTION TO APPROVE THE PLANNED USE OF GENERAL FUND BALANCE AND TO AMEND THE 2022-2023 FISCAL YEAR GENERAL PURPOSE FUND AND EDUCATION CAPITAL PROJECTS FUND BUDGETS 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 change the total amount of the budget.

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

Section 1. That the General Fund and Education Capital Projects Fund Budgets for the 2022-2023 school year for the Bartlett City Schools as presented in official budget documents are hereby amended by reference in the following amounts and within the following grants referenced below:

2022-23 AUDITED GENERAL PURPOSE FUND BUDGET FUND BALANCE:		\$34,800,568.27
General Purpose Fund Balance is amended in the following category:		
141-34555-00000-000-0000-0000 Fund Balance is amended from \$34,800,568.27 to \$33,000,568.27		(\$1,800,000.00)
Amended General Purpose Fund Balance		\$33,000,568.27
2022-23 GENERAL PURPOSE FUND BUDGET REVENUES		\$90,494,065.00
Revenues are not amended		
2022-23 GENERAL PURPOSE FUND BUDGET EXPENDITURES		\$93,894,065.00
Expenditures are amended in the following categories:		
141-72620-39900-815-9999-0000 Maintenance of Plant – Other Contracted Services (Asphalt Repair) is amended from \$206,000 to \$656,000		\$450,000

141-72620-33500-815-9999-0000 Maintenance of Plant – Maintenance of Buildings is amended from \$414,863 to \$514,863		\$100,000
141-72620-39900-818-9999-0000 Maintenance of Plant – Other Contracted Services is amended from \$656,000 to \$756,000		\$100,000
141-72710-41200-635-1000-0000 Transportation – Diesel Fuel is amended from \$800,000 to \$600,000		(\$200,000)
Amended 2022-23 General Purpose Fund Budget Expenditures		\$94,344,065.00
2022-23 EDUCATION CAPITAL PROJECTS FUND BUDGET REVENUES		\$5,161,547.36
Revenues are amended in the following category:		
177-49800-00000-000-0000-5530 Education Capital Projects – Transfer In from General Fund – Bartlett Elem Drainage is amended from \$0 to \$135,000		\$135,000
177-49800-00000-000-0000-5560 Education Capital Projects – Transfer In from General Fund – Ellendale Furniture Replacement is amended from \$0 to \$140,000		\$140,000
177-49800-00000-000-0000-5570 Education Capital Projects – Transfer In from General Fund – Ellendale Tile Abate & Rebate is amended from \$0 to \$355,000		\$355,000
177-49800-00000-000-0000-5580 Education Capital Projects – Transfer In from General Fund – BHS Farley Gym Re-Roof is amended from \$0 to \$630,000		\$630,000
177-49800-00000-000-0000-5590 Education Capital Projects – Transfer In from General Fund – BHS Farley Gym RTUs is amended from \$0 to \$90,000		\$90,000
Amended 2022-23 Education Capital Projects Fund Budget Revenues		\$6,511,547.36
2022-23 EDUCATION CAPITAL PROJECTS FUND BUDGET EXPENDITURES		\$5,161,547.36
Expenditures are amended in the following categories:		
177-91300-32100-000-0000-5530 Education Capital Projects-Engineering Services-Bartlett Elem Drainage is amended from \$0 to \$20,000		\$20,000
177-91300-72400-000-0000-5530 Education Capital Projects-Site Improvements-Bartlett Elem Drainage is amended from \$0 to \$115,000		\$115,000
177-91300-71100-000-0000-5560 Education Capital Projects-Furniture & Fixtures-Ellendale Furniture Replacement is amended from \$0 to \$140,000		\$140,000
177-91300-70700-000-0000-5570 Education Capital Projects-Building Improvements-Ellendale Tile Abate & Replace is amended from \$0 to \$355,000		\$355,000

177-91300-30400-000-0000-5580 Education Capital Projects-Architects-BHS Farley Gym Re-roof is amended from \$0 to \$30,000		\$30,000
177-91300-70700-000-0000-5580 Education Capital Projects-Building Improvements-BHS Farley Gym Re-roof is amended from \$0 to \$600,000		\$600,000
177-91300-70700-000-0000-5590 Education Capital Projects-Building Improvements-BHS Farley Gym RTUs is amended from \$0 to \$90,000		\$90,000
Amended 2022-23 Education Capital Projects Fund Budget Expenditures		\$6,511,547.36

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 March 23, 2023 from and after its adoption by the Bartlett City Board of Education.

Adopted this _____ day of March, 2023.

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



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

RESOLUTION (ID # 3289)

Meeting: 04/11/23 06:00 PM

Department: Finance

Category: Presentation

Prepared By: Dick Phebus

Initiator: Dick Phebus

Sponsors:

DOC ID: 3289

Resolution 07-22, a resolution to amend the Fiscal Year 2023 General Fund Budget to appropriate \$71,200 for education incentive pay for fire department personnel.

WHEREAS, the State of Tennessee Commission on Fire Fighting has approved the 2022 education incentive pay for eligible Bartlett Fire Department personnel in the amount of \$71,200 and the funds have been received by the City; and

WHEREAS, in order to distribute the funds to the eligible fire personnel it is necessary to amend the fiscal year 2023 General Fund operating budget for the fire department to appropriate this supplemental pay to firefighters and EMS personnel;

NOW THEREFORE BE IT RESOLVED By the Board of Mayor and Aldermen, that the fiscal year 2023 General Fund operating budget be amended to appropriate \$71,200 in revenues and expenditures for the 2022 education incentive as follows:

Account #	Expenditures	Revenues
110.42200.33590		\$52,800.00
110.42300.33590		\$18,400.00
110.42200.157	\$52,800.00	
110.42300.157	\$18,400.00	

Adopted this day of April 11, 2023

Harold Brad King, Register to the
Board of Mayor and Aldermen

David Parsons, Mayor

Attest: _____
Penny Medlock, City Clerk

MUNIS Account 110.42200.157 Firefighter

Empl ID#	First Name	Last Name	Pay
<u>3532</u>	ANDREW G.	ABERNATHIE	\$ 800.00
<u>1060</u>	BRODIS L.	ALLEN	\$ 800.00
<u>3391</u>	BRANDON N.	ALLEN	\$ 800.00
<u>3554</u>	SPENSER R.	ALLEN	\$ 800.00
<u>3167</u>	MATTHEW C.	BAILEY	\$ 800.00
<u>2312</u>	RODNEY D.	BOHANON	\$ 800.00
<u>3786</u>	GAVIN D.	BOLDEN	\$ 800.00
<u>1346</u>	BLAKE H.	BOROS	\$ 800.00
<u>1022</u>	KEVIN M.	BUDE	\$ 800.00
<u>2618</u>	BRETT R.	BUELTEMANN	\$ 800.00
<u>2056</u>	JEFFREY R.	BURROSS	\$ 800.00
<u>3700</u>	BRIAN M.	CARMICHAEL	\$ 800.00
<u>1894</u>	JEREMY P.	CARVER	\$ 800.00
<u>1450</u>	DAVID W.	COADY	\$ 800.00
<u>3787</u>	JOSHUA L.	CONDREY	\$ 800.00
<u>1669</u>	PETE	COOPER	\$ 800.00
<u>2335</u>	BRAD A.	DAUGHERTY	\$ 800.00
<u>2992</u>	TIMOTHY N.	DELAPPE	\$ 800.00
<u>1687</u>	WILLIAM S.	EDWARDS	\$ 800.00
<u>3141</u>	DALTON J.	ELLENBECKER	\$ 800.00
<u>1220</u>	MARK L.	GALLIMORE	\$ 800.00
<u>2859</u>	CHARI D.	GRAY	\$ 800.00
<u>2314</u>	JAMES M.	HENRY	\$ 800.00
<u>2484</u>	JEREMY S.	HERRING	\$ 800.00
<u>3987</u>	ALEX J.	HESS	\$ 800.00
<u>1404</u>	RANDY H.	HIGDON	\$ 800.00
<u>2315</u>	CURTIS D.	HILL	\$ 800.00
<u>2462</u>	MATTHEW S.	HILL	\$ 800.00
<u>3988</u>	BRIAN K.	HOLCOMB	\$ 800.00
<u>2316</u>	TROY L.	HOLLOWAY	\$ 800.00
<u>1176</u>	JAMES G.	HUNT	\$ 800.00
<u>1527</u>	JODY E.	JONES	\$ 800.00
<u>1093</u>	STEVEN C.	JONES	\$ 800.00
<u>2697</u>	DAVID S.	LIPSKY	\$ 800.00
<u>3389</u>	MICHAEL A.	MAYO	\$ 800.00
<u>3984</u>	JOSEPH A/	MCGLINCHEY	\$ 800.00
<u>1463</u>	JESSE H.	MCNATT	\$ 800.00
<u>3983</u>	MATTHEW H.	MCNATT	\$ 800.00
<u>3990</u>	ANTONIO L.	MIRANDA-CHAVEZ	\$ 800.00
<u>3460</u>	IYAD M.	MOHAMMAD	\$ 800.00
<u>2989</u>	KALEB	MORETTA	\$ 800.00
<u>3982</u>	EDWARD J.	NELSON	\$ 800.00
<u>3557</u>	NATHANIEL D.	PARSONS	\$ 800.00
<u>2693</u>	DUSTIN F.	PAYNE	\$ 800.00
<u>2317</u>	STEPHEN G.	PICKETT	\$ 800.00
<u>3788</u>	GRANT L.	REID	\$ 800.00
<u>1010</u>	ERIC J.	REMSCHIED	\$ 800.00
<u>3845</u>	CARSON C.	RICKER	\$ 800.00
<u>1518</u>	JAMES R.	ROSE	\$ 800.00
<u>3431</u>	ANDREW J.	ROWAN	\$ 800.00
<u>3981</u>	WILLIAM M.	SEGERSON	\$ 800.00
<u>1247</u>	MITCHELL B.	SERATT	\$ 800.00
<u>1529</u>	DAVID K.	SMITH	\$ 800.00
<u>2319</u>	TAYLOR S.	SMITH	\$ 800.00
<u>1179</u>	LARRY G.	STONE	\$ 800.00
<u>3327</u>	RANNON K.	STORY	\$ 800.00
<u>3989</u>	KYLE J.	TAYLOR	\$ 800.00
<u>3241</u>	JONATHAN R.	THOMAS	\$ 800.00
<u>2696</u>	BILLIE A.	TOLER	\$ 800.00
<u>3691</u>	JACOB Z.	TREMMEL	\$ 800.00
<u>2049</u>	SHELLY A.	UDALL	\$ 800.00
<u>2054</u>	WALTER R.	VIDETTO, JR.	\$ 800.00
<u>2323</u>	BEN M.	WHITE	\$ 800.00
<u>3687</u>	JORDAN C.	WHITTINGTON	\$ 800.00
<u>2324</u>	KENNETH D.	WILLIAMSON	\$ 800.00
<u>3558</u>	DORTHY L.	WOODLAND	\$ 800.00
Total			\$ 52,800.00

MUNIS Account 110.42300.157 EMS

Empl ID#	First Name	Last Name	Pay
<u>3225</u>	GEOFFREY	ATKINS	\$ 800.00
<u>3459</u>	GREG	CALDWELL	\$ 800.00
<u>3448</u>	RYAN T.	CAMPBELL	\$ 800.00
<u>2050</u>	GREGORY X.	CLUTCH	\$ 800.00
<u>3450</u>	TALMAGE B.	CRUMP	\$ 800.00
<u>3223</u>	CHRISTOFER C.	DAVIS	\$ 800.00
<u>1897</u>	MARGARET A.	DREW	\$ 800.00
<u>3447</u>	MICHAEL B.	GARRIES	\$ 800.00
<u>3142</u>	DUSTIN P.	HABBEN	\$ 800.00
<u>2526</u>	MICHAEL T.	HAHN	\$ 800.00
<u>3556</u>	HUNTER B.	HOWELL	\$ 800.00
<u>3328</u>	JEFFREY A.	MAYER	\$ 800.00
<u>2052</u>	JUSTIN D.	MCNEELY	\$ 800.00
<u>2619</u>	ANDREW L. JR.	MILLS	\$ 800.00
<u>2860</u>	TIMOTHY J.	MOOSE	\$ 800.00
<u>2516</u>	TIMOTHY N.	PEYTON	\$ 800.00
<u>3394</u>	JOHN L.	REEDER	\$ 800.00
<u>2987</u>	MICHAEL	SHERMAN	\$ 800.00
<u>3686</u>	JOSEPH M.	SINQUEFIELD	\$ 800.00
<u>3228</u>	JAMES M.	SLOUGH	\$ 800.00
<u>2321</u>	VICTORIA C.	TIJERINA	\$ 800.00
<u>2991</u>	JEREMY	UPCHURCH	\$ 800.00
<u>3323</u>	CLINTON D.	WOOTEN	\$ 800.00

Total \$ 18,400.00