



City of Bartlett
A. Keith McDonald, Mayor

BOARD OF MAYOR AND ALDERMEN MEETING AGENDA

TUESDAY, APRIL 8, 2014 - BARTLETT CITY HALL - 7:00 PM

INVOCATION

Opening Prayer by Elias Rogue, Great Oaks Church of Christ

FUTURE MEETINGS

Bartlett Historical Society, April 14 at 7 p.m.

BPACC Advisory Board, April 15 at 6 p.m.

Design Review Commission, April 15 at 7 p.m.

Historic Preservation Commission, April 21 at 7 p.m.

RECOGNITIONS

Finance Department receives Distinguished Budget Presentation Award from the Government Finance Officers Association

Official Business of the Day

MINUTES ACCEPTANCE

Minutes of the March 25, 2014 Board of Mayor and Aldermen Regular Meeting

CONSENT AGENDA

1 BRC Dash 'N' Splash Event. (David Thompson, Director of Parks and Recreation)

The event will be held Friday, April 11 beginning at 6:30 p.m. The course will begin and end at the Bartlett Recreation Center and run through surrounding streets.

2 Bid for weed control. (Bill Yearwood, Director of Public Works)

Recommend accepting the only bid from Herbi-Systems, Inc. at a cost of \$15,121.82 . Funds are available in 110.43600.179.

NEW BUSINESS

- I Resolution 10-14, a resolution to donate surplus personal property to Fayette County, Tennessee. (Dick Phebus, Director of Finance)

OPEN DISCUSSION

ADJOURNMENT



City of Bartlett

A. Keith McDonald, Mayor

BOARD OF MAYOR AND ALDERMEN MEETING MINUTES

TUESDAY, MARCH 25, 2014 - BARTLETT CITY HALL - 7:00 PM

CALL TO ORDER

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

Bartlett Station Commission, April 2 at 7:30 a.m.

City Beautiful Commission, April 3 at 7 p.m.

Family Assistance Commission, April 7 at 6 p.m.

Planning Commission, April 7 at 7 p.m.

RECOGNITIONS

Two Boy Scouts from Troop 335 were recognized by the Board for attending the meeting as part of earning their Communications Merit Badge.

2013 Employees of the Year

Personnel Director Peter Voss and Chief Administrative Officer Mark Brown presented awards for the 2013 Employees of the Year.

Police Department - Patrolman Dustin Stewart

Fire Department - Driver Jeremy Carver

Public Works Department - Field Supervisor Martin Perez

Parks and Recreation Department - Field Supervisor James Draffin

Engineering Department - Stormwater Coordinator Don Fent

(This fifth category is a combination of the City's smaller departments - Administration, Codes, Engineering, Personnel, Planning.)

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

As required by Codified Ordinance 5-113, Mayor McDonald announced an operational emergency expenditure by the Police Department for two hot water heaters for the Justice Center. Cordova Plumbing was awarded the bid, with the lowest cost of \$15,846.

Minutes Acceptance: Minutes of Mar 25, 2014 7:00 PM (MINUTES ACCEPTANCE)

MINUTES ACCEPTANCE**Minutes of the March 11, 2014 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

CONSENT AGENDA

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

- 1 **Special event permit for Applng Middle School Spring Fling. (Jim Brown, Director of Code Enforcement)**
The event will be held on Saturday, April 5 from 3 to 7 p.m. at the school. The rain date is April 12.
- 2 **Special event permit for Bartlett Baptist Church Easter Egg Hunt. (Jim Brown, Director of Code Enforcement)**
The event will be held on Saturday, April 19 from 12 to 2 p.m. on the church campus.
- 3 **Special event permit for Ellendale Baptist Church Easter Egg Hunt. (Jim Brown, Director of Code Enforcement)**
The event will be held on Saturday, April 19 from 10:30 a.m. to 1 p.m. on the church campus.
- 4 **2014 Softball and Baseball tournament requests. (David Thompson, Director of Parks and Recreation)**
- 5 **Bid for one 2014 F250 XL with Super Cab Pickup with eight-foot bed. (Bill Yearwood, Director of Public Works)**
Recommend accepting the lowest bid from Country Ford at a cost of \$31,000. Funds are available in 510.51300.935.
- 6 **Bid for one 7050 GVWR 2014 Super Cab Pickup with 6.5' Bed. (Bill Yearwood, Director of Public Works)**
Recommend accepting the lowest bid from Golden Circle Ford at a cost of \$20,705.00. Funds are available in 311.48311.785.30714.
- 7 **Bid for one 2014 72" deck Kubota zero-radius mower. (Bill Yearwood, Director of Public Works)**
Recommend accepting the lower bid from Wooten Tractor at a cost of \$13,008.00. Funds are available in 311.48311.785.30714.

Minutes Acceptance: Minutes of Mar 25, 2014 7:00 PM (MINUTES ACCEPTANCE)

8 Bid for one 2014 F350 XL with Crew Cab Pickup and a 9' Utility Bed. (Bill Yearwood, Director of Public Works)

Recommend accepting the lowest bid from Beaman Automotive at a cost of \$39,850.00. Funds are available in account 510.51300.935.

9 Contract with A2H to provide engineering services for the installation of one new water well. (Rick McClanahan, Director of Engineering)

Recommend approving contract with A2H for surveying and engineering services to install one new water well and provide specifications to abandon three wells. The proposed cost is \$46,600. Funds are available in 312.48312.772.719.

10 Contract with A2H for engineering services regarding repair of Water Filter 3. (Rick McClanahan, Director of Engineering)

Recommend approving contract with A2H for engineering services to design an appropriate repair, creation of bid documents, and administration of project. The proposed cost is \$17,800. Funds are available in 510.51200.945.

11 Planning Commission Report for March 2014. (Terry Emerick, Director of Planning and Economic Development)

Item 1 - Construction plan for Cross Subdivision was approved with conditions.

Item 2 - Final plan for Cross Subdivision was approved with conditions.

Item 3 - Special use permit for convenience store and general auto repair was approved with conditions.

Item 4 - Subdivision of Kate Hyde-64 Subdivision was approved with conditions.

Item 5 - Site plan for Kate Hyde-64 Subdivision was approved with conditions.

12 Treasurer's Report for February 2014. (Dick Phebus, Director of Finance)

Adopted budget expenditures	\$62,822,095
Year-to-date expenditures	\$42,416,820
Adopted budget revenues	\$62,822,095
Year-to-date revenues	\$45,959,593

NEW BUSINESS

I Appoint Anna Stanford to Bartlett City Beautiful Commission. (A. McDonald, Mayor)

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

2 Set a public hearing for April 22, 2014 for Resolution 06-14, a Resolution Approving a Special Use Permit for a Convenience Store with Gas Sales and to operate a General Automobile Repair Shop at 5735 Stage Road within the "C-G" General Business Zoning District. (Terry Emerick, Director of Planning and Economic Development)

Minutes Acceptance: Minutes of Mar 25, 2014 7:00 PM (MINUTES ACCEPTANCE)

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

3 Resolution 09-14, a resolution to donate surplus personal property to the Town of Mason, Tennessee. (Gary Rikard, Chief of Police)

Chief Rikard said the City will be giving two Ford Crown Victoria vehicles to the Town of Mason. The vehicles have been deemed surplus due to excessive mileage.

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

OPEN DISCUSSION

Alderman Elliott announced City Beautiful Commission Plant Sale from April 11 to 13. This event is a fundraiser for the Commission.

ADJOURNMENT

Meeting adjourned at 7:22 PM

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

A. Keith McDonald
Mayor

Minutes Acceptance: Minutes of Mar 25, 2014 7:00 PM (MINUTES ACCEPTANCE)

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

SCHEDULED**AGENDA ITEM**

Meeting: 04/08/14 07:00 PM

Department: Parks and Recreation

Category: Proposal

Prepared By: Susan Bingel

Department Head: David Thompson

BRC Dash 'N' Splash Event.



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

AGENDA ITEM

Meeting: 04/08/14 07:00 PM

Department: Public Works

Category: Bid

Prepared By: Sherry Howard

Department Head: Bill Yearwood

Bid for weed control.

On February 7, 2014 an ad was placed in *The Commercial Appeal*. On February 25, 2014 the City of Bartlett received one bid, which was opened at City Hall.

Bids were received from the following companies:

Herbi-Systems, Inc.	\$15,121.82

We recommend the bid be awarded to Herbi-Systems, Inc. for a total price of \$15,121.82.

Funds are available in Account 110.43600.179.

Thank you for your consideration.



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

RESOLUTION (ID # 1220)

Meeting: 04/08/14 07:00 PM

Department: Finance

Category: Presentation

Prepared By: Dick Phebus

Initiator: Dick Phebus

Sponsors:

DOC ID: 1220

Resolution 10-14, a resolution to donate surplus personal property to Fayette County, Tennessee.

WHEREAS, the City of Bartlett currently owns a HP Designjet800ps plotter, fixed asset tag #7643, which has been declared surplus property; and

WHEREAS, Fayette County, Tennessee has expressed a desire to obtain this surplus personal property from the City of Bartlett; and

WHEREAS, Tennessee Code Annotated, § 12-3-1005 grants authority to transfer surplus personal property among governmental entities; and

WHEREAS, the Board of Mayor and Aldermen of Bartlett, Tennessee has determined that it is good public policy to transfer by gift surplus personal property to other local governmental entities as circumstances and needs arise,

NOW THEREFORE BE IT RESOLVED By the Board of Mayor and Aldermen, that the HP Designjet800ps plotter, declared as surplus personal property by the City of Bartlett Engineering Department is hereby transferred by gift to Fayette County, Tennessee.

Adopted this day of April 8, 2014

W.C. Pleasant, Register to the

A. Keith McDonald, Mayor

Board of Mayor and Aldermen

Attest: _____
Stefanie McGee, City Clerk