



City of Bartlett
A. Keith McDonald, Mayor

BOARD OF MAYOR AND ALDERMEN MEETING MINUTES

TUESDAY, DECEMBER 11, 2018 - BARTLETT CITY HALL - 7:00 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: Absent.

INVOCATION

Opening Prayer by Scott Greer, New Hope Christian Church

FUTURE MEETINGS

Design Review Commission, December 18 at 6:30 p.m.

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

Family Assistance Commission, January 7, 2019 at 6 p.m.

Planning Commission, January 7 at 7 p.m.

RECOGNITIONS

The Mayor and Aldermen recognized Boy Scout Thomas Humphreys from Troop 331. Mr. Humphreys is working to earn his Communications merit badge.

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

MINUTES ACCEPTANCE

Minutes of the November 27, 2018 Board of Mayor and Aldermen Regular Meeting

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Bobby Simmons, Alderman
SECONDER:	Jack Young, Vice Mayor
AYES:	Pleasant, Elliott, Parsons, Simmons, Young

PUBLIC HEARING

Individuals will have a maximum of three minutes to speak either for or against the item, with a total of 20 minutes for each side.

- I. Ordinance 18-08, an ordinance to amend Title 8, Chapters 1, 2, and 3, Sections 8-101(1)(a) and (b), 8-202, 8-212, 8-216, 8-219, 8-306, and 8-310 of the Codified Ordinances.

No one spoke in favor or in opposition to Ordinance 18-08.

Adjourned at 7:07 p.m.

UNFINISHED BUSINESS

- I **Third Reading of Ordinance 18-08, an ordinance to amend Title 8, Chapters 1, 2, and 3, Sections 8-101(1)(a) and (b), 8-202, 8-212, 8-216, 8-219, 8-306, and 8-310 of the Codified Ordinances. (Ed McKenney, City Attorney)**

City Attorney Ed McKenney noted that several changes were made to Ordinance 18-08 since second reading. Section 8-101(1)(a) has been clarified to be more consistent with state law. Section 8-219(c) now states that retail package stores (liquor stores) cannot sell alcohol on Easter, Thanksgiving, and Christmas. Section 8-219(d) was changed to prohibit sales of wine in grocery stores on Easter, Thanksgiving, and Christmas.

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

CONSENT AGENDA

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

- I **Dispense with second Board of Mayor and Aldermen meeting in December. (Mark Brown, Chief Administrative Officer)**
- 2 **Move first meeting in January to January 10, 2019. (A. Keith McDonald, Mayor)**

NEW BUSINESS

- I **Resolution 33-18, a resolution to waive receipt of property taxes, interest, and penalties, from the City of Bartlett tax rolls and refund same to the taxpayer. (Dick Phebus, Director of Finance)**

Mr. Phebus explained that \$5.81 in taxes were erroneously to the Shelby County Trustee. The Trustee's Office will refund the taxes, plus \$7.37 in penalties and interest, to the City of Bartlett. The City will then refund the taxpayer.

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

2 Resolution 34-18, a resolution to approve the contract agreement between Shelby County and the City of Bartlett and to amend the Fiscal Year 2019 Grant Fund budget to provide for appropriation of CDBG Funds. (Dick Phebus, Director of Finance)

Mr. Phebus stated that the Engineering Department received \$200,000 in Community Development Block Grant funds to renovate the Municipal Park restrooms to make them compliant with the Americans with Disabilities Act.

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

3 Proposed projects submitted to the Metropolitan Planning Organization for inclusion in the five-year Transportation Improvement Plan. (Rick McClanahan, Director of Engineering)

Rick McClanahan, City Engineer, explained that the City is a member of the Metropolitan Planning Office, and as a member, it submits projects for consideration for the County's transportation improvement projects.

Some of the projects Bartlett is submitting include the completion of Old Brownsville Road widening, three greenways, and overlays on eight roads. All submitted projects will be evaluated on a competitive basis, and all approved projects will be 80 funded with a 20 percent local match.

Mayor McDonald noted that although a project may be approved that doesn't mean it will be completed in the next few decades.

Alderman Elliott asked when the Old Brownsville Road widening project might be done. Mr. McClanahan stated the City is waiting on a few more right-of-way approvals from Tennessee Department of Environment and Conservation. Then, the final project design will need to be completed and then the project will put out for bid.

Mr. McClanahan said he will accept public comment on the proposal until the end of 2018.

RESULT:	NO VOTE REQUIRED
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4 Resolution 35-18, a resolution to revise Chapter 2, Section 2.3 of the City of Bartlett Personnel Policy Manual, Appointed Positions to delete the positions of Director of Citizen Services and Superintendent of Grounds, and change Mayor's Administrative Assistant to Mayor's Executive Assistant. (A. McDonald, Mayor)

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

5 Appointment of City Officials. (A. McDonald, Mayor)**APPOINTED POSITIONS**

1. Chief Administrative Officer	Mark Brown
2. Mayor's Executive Assistant	Jeanie Underwood
3. City Clerk	Stefanie McGee
4. City Court Clerk	Bill Lloyd
5. Director of Planning & Economic Development	Kim Taylor
6. Director of Finance	Dick Phebus
7. Director of the Performing Arts & Conference Center	Michael Bollinger
8. Director of Personnel	Ted Archdeacon
9. Director of Code Enforcement	Jim Brown
10. Police Chief	Glen Williamson
11. Assistant Police Chief	Jeff Cox
12. Inspector	Tina Schaber
13. Inspector	Chris Golden
14. Inspector	Steve Sones
15. Fire Chief	Terry Wiggins
16. Assistant Fire Chief	Tommy Gately
17. Director of Parks and Recreation	Shan Criswell
18. Director of Public Works	Mike Adams
19. Assistant Director of Public Works	Matt Crenshaw
20. Director of Engineering/City Engineer	Rick McClanahan
21. Assistant Director of Engineering/Assistant City Engineer	John Horne
22. Director of Community Relations	Debbie Gelineau
23. City Attorney	Ed McKenney, Jr.

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

OPEN DISCUSSION

Mayor McDonald explained that the first Board meeting in January has been moved to Thursday, January 10, 2019, so he can meet and get to know the new legislators. The Tennessee General Assembly convenes Tuesday, January 8.

Police Chief Gary Rikard spoke to the Mayor, Aldermen, and his fellow employees since he will retire at the end of 2018. He thanked the Mayor for believing in him. He said it was an honor to serve Bartlett, which has been great

to him and his family. Chief Rikard said Bartlett residents should be thankful for what we have, because we have a great deal to be thankful for.

ADJOURNMENT

Meeting adjourned at 7:26 PM



City of Bartlett

A. Keith McDonald, Mayor

BOARD OF MAYOR AND ALDERMEN MEETING MINUTES

TUESDAY, NOVEMBER 27, 2018 - BARTLETT CITY HALL - 7:00 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 Fred Shackleford, Ellendale Baptist Church

FUTURE MEETINGS

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

Planning Commission, December 3 at 7 p.m.

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

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

Bartlett Historical Society, December 10 at 7 p.m.

RECOGNITIONS

Fire Department Check Presentation to West Institute for Cancer Research

Fire Chief Terry Wiggins presented Keri Burnette, representing the West Tennessee Institute for Cancer Research, with a donation check for \$4,000. The Fire Department raised these funds through the sale of Breast Cancer awareness t-shirts during October. The Department has raised and donated a total of \$41,000 to the Institute.

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

MINUTES ACCEPTANCE

Minutes of the November 13, 2018 Board of Mayor and Aldermen Regular Meeting

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

Minutes Acceptance: Minutes of Nov 27, 2018 7:00 PM (MINUTES ACCEPTANCE)

UNFINISHED BUSINESS

- I **Second Reading of Ordinance 18-08, an ordinance to amend Title 8, Chapters 1, 2, and 3, Sections 8-101(1)(a) and (b), 8-202, 8-212, 8-216, 8-219, 8-306, and 8-310 of the Codified Ordinances. (Ed McKenney, City Attorney)**

RESULT:	APPROVED ON SECOND READING [UNANIMOUS] Next: 12/11/2018 7:00 PM
MOVER:	Emily Elliott, Alderman
SECONDER:	W.C. Pleasant, Alderman
AYES:	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

CONSENT AGENDA

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

- I **Commercial subdivision contract for Germantown and Brother Office Park Subdivision. (John Horne, Assistant Director of Engineering)**

The developer, TH Properties, LLC will pay \$57,453.28 in City fees. The bond is set at \$131,515.00.

- 2 **Treasurer's Report for October 2018. (Dick Phebus, Director of Finance)**

Adopted Budget Expenditures	\$84,464,781
Year-to-Date Expenses	\$32,841,631
Adopted Budget Revenues	\$84,464,781
Year-to-Date Revenues	\$12,945,729

OPEN DISCUSSION

Erika Lathon, public relations manager for Addiction Campuses, invited the Board and citizens to an opioid abuse forum at Turning Point in Southaven on November 27, 2018.

ADJOURNMENT

Meeting adjourned at 7:08 PM

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

A. Keith McDonald
Mayor

Minutes Acceptance: Minutes of Nov 27, 2018 7:00 PM (MINUTES ACCEPTANCE)



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

ADOPTED

ORDINANCE (ID # 2461)

Meeting: 12/11/18 07:00 PM
Department: Legal
Category: Amendment
Prepared By: Stefanie McGee
Initiator: Ed McKenney
Sponsors:
DOC ID: 2461

Ordinance 18-08, an ordinance to amend Title 8, Chapters 1, 2, and 3, Sections 8-101(1)(a) and (b), 8-202, 8-212, 8-216, 8-219, 8-306, and 8-310 of the Codified Ordinances.

WHEREAS some of the provisions of Title 8, Chapter 1 (Alcoholic Beverages), Chapter 2 (Intoxicating Liquors), and Chapter 3 (Beer) of the Codified Ordinances of the City of Bartlett are obsolete or otherwise inadequate; and

WHEREAS the Board of Mayor and Aldermen of the City of Bartlett, Tennessee, desire to amend said Chapters and Sections.

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

Section 1. That Section 8-101(1) Definitions, subsections (a) and (b), be amended to read as follows and that a new subsection (d) be added:

8-101. Definition of “alcoholic beverages.” As used in this chapter, unless the context dictates otherwise:

- (a) “Alcoholic beverage,” as set forth in Tennessee Code Annotated Section 57-3-101(a)(1), means and includes alcohol, spirits, liquor, wine, high alcohol content beer, and every liquid containing alcohol, spirits, liquor, wine, or high alcohol content beer and capable of being consumed by a human being, other than patent medicine or beer, as the latter is defined in Tennessee Code Annotated Section 57-5-101(b) and in Section 8-101(b) below.
- (b) “Beer,” as set forth in Tennessee Code Annotated Section 57-5-101(b), means and includes all beer, ales, and other malt liquors having an alcoholic content of not more than eight percent (8%) by weight, other than wine as defined in Tennessee Code Annotated Section 57-3-101; provided, however, that no more than 49% of the overall alcoholic content of such beverage may be derived from the addition of flavors and other non-beverage ingredients containing alcohol. (Ord. #77-2, Feb. 1977, modified)
- (c) No changes.
- (d) “High alcohol content beer,” as set forth in Tennessee Code Annotated 57-3-101(a)(8), means an alcoholic beverage which is beer, ale or other malt beverage having an alcoholic content of more than eight percent (8%) by weight and not more

than twenty percent (20%) by weight, except wine as defined in Tennessee Code Annotated Section 57-3-101; provided, that no more than 49% of the overall alcoholic content of such beverage may be derived from the addition of flavors and other non-beverage ingredients containing alcohol.

Section 2. That Section 8-202 Definitions, shall be amended to read as follows:

8-202. Definitions. “Alcoholic beverage” or “beverage,” as used in this chapter, means and includes alcohol, spirits, liquor, wine, high alcohol content beer, and every liquid containing alcohol, spirits, liquor, wine, or high alcohol content beer and capable of being consumed by a human being, other than patent medicine and beer, as the latter is defined in Tennessee Code Annotated Section 57-5-101(b) and Section 8-101(b) above.

Section 3. That Section 8-212, Only one establishment to be operated by retailer, shall be amended to add the following sentence at the end of said Section:

This section shall not apply to the sale of wine in a retail food store which is eligible for the issuance of a retail food store wine license by the alcoholic beverage commission of the state, pursuant to Tennessee Code Annotated, title 57, chapter 3, part 8 and which has been issued a certificate of compliance as set forth in Tennessee Code Annotated Section 57-3-806.

Section 4. That Section 8-216, Zoning restriction of alcoholic beverage retailers established, shall be amended to change “five percent (5%) to eight percent (8%).

Section 5. That Section 8-219, Hours of sale, shall be deleted in its entirety and shall read as follows:

8-219. Hours of sale.

- (a) Any retailer that is permitted by the state to sell liquor or wine for on-premise consumption shall also be allowed to sell beer during the hours set forth in Tennessee Code Annotated Section 57-4-203, provided that the establishment has lawfully obtained a beer permit as required by this chapter;
- (b) For beer permit holders, the hours within which the sale of beer shall be permitted shall be from 8:00 a.m. to 3:00 a.m. Monday through Saturday, and from 10:00 a.m. Sunday until 3:00 a.m. on Monday. No beer or other alcoholic beverage shall be consumed or open for consumption on or about any premises licensed by this chapter for on-premise consumption in any glass, bottle, can, or other container after 3:15 a.m.
- (c) Retail package liquor stores may remain open between 8:00 a.m. and 11:00 p.m. Monday through Saturday, and between 10:00 a.m. and 11:00 p.m. on Sundays. The

sale of alcoholic beverages by retail package liquor stores is prohibited on Christmas, Thanksgiving and Easter.

- (d) Retail food stores may sell, give away, or otherwise dispense wine between 8:00 a.m. and 11:00 p.m. Monday through Saturday; and, effective January 1, 2019, retail food stores may sell, give away, or otherwise dispense wine on Sundays from 10:00 a.m. until 11:00 p.m. The sale of alcoholic beverages by retail food stores is prohibited on Christmas, Thanksgiving and Easter

Section 6. That Section 8-306, “Beer” defined, shall be modified to read as follows:

8-306. “Beer” defined. The term “beer” as used in this chapter shall mean and include all beers, ales and other malt liquors having an alcoholic content of not more than eight percent (8%) by weight. (Ord. #74-5, March, 1974, modified)

Section 7. That Section 1-310(2) Prohibited conduct or activities by beer permit holders, shall be modified to read as follows:

Section 8-310(2) Sell, serve, give away or otherwise allow the consumption of beer between the hours of 3:00 A.M. and 8:00 A.M. on Monday through Saturday or between the hours of 3:00 A.M. and 10:00 A.M. on Sunday. (Ord. #74-5, March 1974, as amended by Ord. #91-16, Oct. 1991, modified, and amended by Ord. #13-04, May 2013, modified)

Section 8. Severability

Should any provision of this Ordinance be rendered unconstitutional or null and void by a Court of Law, legislative act or otherwise, all other provisions of this Ordinance shall remain in full force and effect.

Section 9. Effective Date. BE IT FURTHER ORDAINED that this ordinance shall take effect upon its passage on third and final reading, the public welfare requiring it.

First Reading: November 13, 2018

Second Reading: November 27, 2018

Third Reading: December 11, 2018

W. C. Pleasant Register to the Board

A. Keith McDonald

of Mayor and Aldermen

Mayor

ATTEST: _____

Stefanie McGee
City Clerk**HISTORY:**11/13/18 Board of Mayor and Aldermen **APPROVED ON FIRST READING**
Next: 11/27/1811/27/18 Board of Mayor and Aldermen **APPROVED ON SECOND READING**
Next: 12/11/18**COMMENTS - Current Meeting:**

City Attorney Ed McKenney noted that several changes were made to Ordinance 18-08 since second reading. Section 8-101(1)(a) has been clarified to be more consistent with state law. Section 8-219(c) now states that retail package stores (liquor stores) cannot sell alcohol on Easter, Thanksgiving, and Christmas. Section 8-219(d) was changed to prohibit sales of wine in grocery stores on Easter, Thanksgiving, and Christmas.

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

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

ADOPTED**AGENDA ITEM**

Meeting: 12/11/18 07:00 PM
Department: Administration
Category: Policy
Prepared By: Stefanie McGee
Department Head: Mark Brown

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

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

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

ADOPTED**AGENDA ITEM**

Meeting: 12/11/18 07:00 PM
Department: Board of Mayor and Aldermen
Category: Change Order
Prepared By: Stefanie McGee
Department Head: A. Keith McDonald

Move first meeting in January to January 10, 2019.

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



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

ADOPTED

RESOLUTION (ID # 2465)

Meeting: 12/11/18 07:00 PM

Department: Finance

Category: Presentation

Prepared By: Dick Phebus

Initiator: Dick Phebus

Sponsors:

DOC ID: 2465

Resolution 33-18, a resolution to waive receipt of property taxes, interest, and penalties, from the City of Bartlett tax rolls and refund same to the taxpayer.

WHEREAS, payment to the Shelby County Trustee's office by a taxpayer for City of Bartlett tangible personal property taxes for the Tax Year 2010 is determined to have been made due to taxpayer error; and

WHEREAS, the City of Bartlett has or shall receive the above referenced property taxes from the Shelby County Trustee's Office; and

WHEREAS, the City of Bartlett desires to refund to the taxpayer the base tax of \$5.81 plus applicable penalties and interest for the 2010 Tax Year;

NOW THEREFORE BE IT RESOLVED By the BOARD OF MAYOR AND ALDERMEN that the base tax of \$5.81 plus interest and penalties of \$7.37 levied on Parcel B210-0830-0-0000-0 for Tax Year 2010 shall be refunded to the taxpayer within 15 days following the adoption of this resolution or receipt of the Bartlett tax levy from the Shelby County Trustee's Office, whichever occurs later.

Adopted this day of December 11, 2018

W.C. Pleasant, Register to the

A. Keith McDonald, Mayor

Board of Mayor and Aldermen

Attest: _____
Stefanie McGee, City Clerk

COMMENTS - Current Meeting:

Mr. Phebus explained that \$5.81 in taxes were erroneously to the Shelby County Trustee. The Trustee's Office will refund the taxes, plus \$7.37 in penalties and interest, to the City of Bartlett. The City will then refund the taxpayer.

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

REGINA MORRISON NEWMAN
SHELBY COUNTY TRUSTEE
www.shelbycountytustee.com
 (901) 222-0200



9.1.a

PARCEL #	TAXING AUTHORITY	REASON FOR NOTICE
210-0830-0-00000-0	B	Receipt Personalty

COLOURS NAIL SALON
 c/o JANICE PENNY
 881 S COOPER ST
 MEMPHIS TN 38104

Acreage

Classification TANGIBLE
 Location 881 COOPER
 Subdivision Memphis

Pay your taxes with the **payitShelby** mobile app or online at www.shelbycountytustee.com

PROPERTY TAX RECEIPT

Date	Receipt No.	Tax Year	Town	Base Tax	Int & Pen	Court	Atty	Misc	Amt Paid	Balance Due
11/14/2018	8043434.0001	2010	B	5.81	7.37				13.18	
Total Paid									13.18	

PAID IN FULL

ATTENTION: CORRECTED BILLING

All Notices received prior to November 14, 2018 concerning the tax year (s) listed above should be disregarded.
 Please pay using this Notice.

Services you can use:

See website for details www.shelbycountytustee.com

Monthly Managed Pay Options
 One-time Payment
 Applications for Senior Services

Use your mobile to pay
 with the payitShelby App

Home Owner Resources
 Project H.O.M.E. Workshops
www.bankonmemphis.org

210-0830-0-00000-0
 COLOURS NAIL SALON
 c/o JANICE PENNY
 881 S COOPER ST

Mail bottom portion with payment

Enter address change here:

Name: _____
 Address: _____
 City: _____ State: _____
 Zip: _____ Phone: _____
 Changes require a signature of all owners

Signature _____
 Signature _____

RECEIPT ONLY
THIS IS NOT A BILL

DO NOT WRITE BELOW THIS LINE

ENTER AMOUNT PAID

Make check or money order payable to:

REGINA MORRISON NEWMAN
SHELBY COUNTY TRUSTEE
PO Box 2751
Memphis, TN 38101-2751

DO NOT FOLD, STAPLE OR TAPE

2018

Attachment: Property Tax Waiver Tax Year 2010.pdf (2465 : Res 33-18 Property Tax Waiver 2010)



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

ADOPTED

RESOLUTION (ID # 2472)

Meeting: 12/11/18 07:00 PM

Department: Finance

Category: Presentation

Prepared By: Dick Phebus

Initiator: Dick Phebus

Sponsors:

DOC ID: 2472

Resolution 34-18, a resolution to approve the contract agreement between Shelby County and the City of Bartlett and to amend the Fiscal Year 2019 Grant Fund budget to provide for appropriation of CDBG Funds.

WHEREAS, the City of Bartlett has received notice of \$200,000 Community Development Block Grant funding through Shelby County, Tennessee for Americans with Disabilities improvements to Municipal Park's restrooms; and

WHEREAS, the City of Bartlett will use these funds in accordance with an agreement between Shelby County and the City of Bartlett for the improvement of public facilities for persons presumed to be of low and moderate income under 24 C.F.R. 570.208 (a)(2)(I)(A); and

WHEREAS, a contract agreement between Shelby County and the City of Bartlett needs to be executed and revenues and expenditures for this project are required to be budgeted in the current fiscal year;

NOW THEREFORE BE IT RESOLVED By the Board of Mayor and Aldermen that the Mayor is authorized to sign the contract agreement between Shelby County and the City of Bartlett, and:

BE IT FURTHER RESOLVED that the FY2018-2019 Grant Fund budget shall be amended to reflect revenues and expenditures totaling \$200,000.00 as shown in the table below.

Fund Account Numbers	Expenditures	Revenues
131.44000.780.04118	\$200,000.00	
131.30000.33682.04118		\$200,000.00

Adopted this day of December 11, 2018

W.C. Pleasant, Register to the

A. Keith McDonald, Mayor

Board of Mayor and Aldermen

Attest: _____
Stefanie McGee, City Clerk

COMMENTS - Current Meeting:

Mr. Phebus stated that the Engineering Department received \$200,000 in Community Development Block Grant funds to renovate the Municipal Park restrooms to make them compliant with the Americans with Disabilities Act.

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



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

COMPLETED

AGENDA ITEM

Meeting: 12/11/18 07:00 PM

Department: Engineering

Category: Proposal

Prepared By: Dena Hathaway

Department Head: Rick McClanahan

Proposed projects submitted to the Metropolitan Planning Organization for inclusion in the five-year Transportation Improvement Plan.

The City of Bartlett is a member of the Metropolitan Planning organization, and as such we can submit projects to be funded into the Transportation Improvement Plan. The projects submitted will be evaluated and ranked for inclusion in the plan.

The following projects will be submitted for inclusion in the plan. They all may not be funded or approved but will be compared by how they rank with other projects in the metropolitan area.

Road Projects

Old Brownsville Road widening	22 million
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Greenway Projects

Fletcher Creek Greenway Phase 2	1 million
Fletcher Creek Greenway Phase 3	\$500,000
Fletcher Creek Greenway Phase 4	2 million

Overlay Projects

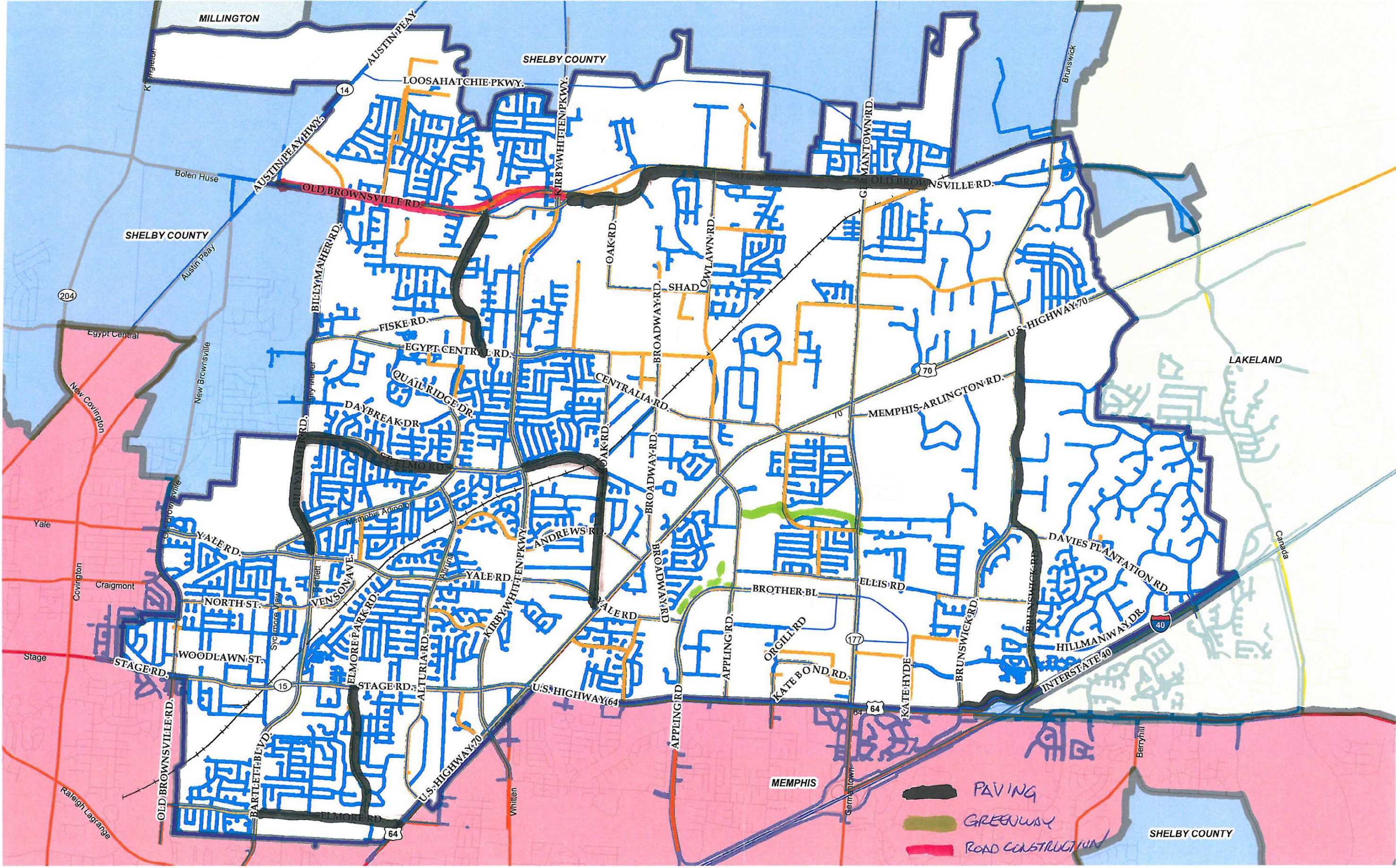
Old Brownsville (Germantown to Ellendale)	1.5 million
St. Elmo (Billy Maher to Altruria & Kirby Whitten to Oak)	1.5 million
Billy Maher (Memphis Arlington to St. Elmo)	\$500,000
Ellendale (Egypt Central to Old Brownsville)	\$750,000
Oak (Yale to St. Elmo)	\$500,000
Elmore (Bartlett Blvd to Hwy 70)	\$500,000
Elmore Park (Elmore to US64)	\$500,000
Brunswick (US64 to US70)	\$750,000

The attached map will outline the areas discussed above.

The projects will be funded 80 percent federal and 20 percent local match. Any comments can be made to the Engineering office.

If you have any questions, contact Rick McClanahan.

RESULT: NO VOTE REQUIRED



Attachment: Map of proposed transportation projects (2467 : Public Meeting for Future Transportation Improvement Projects)



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

ADOPTED

RESOLUTION (ID # 2466)

Meeting: 12/11/18 07:00 PM

Department: Board of Mayor and Aldermen

Category: Amendment

Prepared By: Stefanie McGee

Initiator: A. Keith McDonald

Sponsors:

DOC ID: 2466

Resolution 35-18, a resolution to revise Chapter 2, Section 2.3 of the City of Bartlett Personnel Policy Manual, Appointed Positions to delete the positions of Director of Citizen Services and Superintendent of Grounds, and change Mayor's Administrative Assistant to Mayor's Executive Assistant.

BE IT RESOLVED by the Bartlett Board of Mayor and Aldermen that Chapter 2, Section 2.3, of the City of Bartlett Personnel Policy Manual, Appointed Positions, be revised to read as follows:

1. Chief Administrative Officer
2. Mayor's Executive Assistant
3. City Clerk
4. Director of Community Relations
5. City Attorney
6. Assistant City Attorney (2)
7. City Prosecutor
8. Assistant City Prosecutor
9. City Court Clerk
10. Director of Planning and Economic Development
11. Deputy Director of Planning and Economic Development
12. Director of Finance
13. Assistant Director of Finance
14. Director of the Performing Arts and Conference Center
15. Director of Personnel
16. Assistant Director of Personnel
17. Director of Code Enforcement
18. Assistant Director of Code Enforcement
19. Police Chief
20. Assistant Police Chief
21. Rank of Inspector or above in the Police Department
22. Fire Chief
23. Assistant Fire Chief
24. Director of Parks and Recreation
25. Assistant Director of Parks and Recreation
26. Director of Public Works
27. Assistant Director of Public Works
28. Director of Engineering/City Engineer

29. Asst. Director of Engineering/Asst. City Engineer

ADOPTED THIS 11th DAY OF DECEMBER 2018.

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

A. Keith McDonald
Mayor

Stefanie McGee, City Clerk

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



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

ADOPTED

AGENDA ITEM

Meeting: 12/11/18 07:00 PM

Department: Board of Mayor and Aldermen

Category: Appointment

Prepared By: Stefanie McGee

Department Head: A. Keith McDonald

Appointment of City Officials.

APPOINTED POSITIONS

1. Chief Administrative Officer	Mark Brown
2. Mayor's Executive Assistant	Jeanie Underwood
3. City Clerk	Stefanie McGee
4. City Court Clerk	Bill Lloyd
5. Director of Planning & Economic Development	Kim Taylor
6. Director of Finance	Dick Phebus
7. Director of the Performing Arts & Conference Center	Michael Bollinger
8. Director of Personnel	Ted Archdeacon
9. Director of Code Enforcement	Jim Brown
10. Police Chief	Glen Williamson
11. Assistant Police Chief	Jeff Cox
12. Inspector	Tina Schaber
13. Inspector	Chris Golden
14. Inspector	Steve Sones
15. Fire Chief	Terry Wiggins
16. Assistant Fire Chief	Tommy Gately
17. Director of Parks and Recreation	Shan Criswell
18. Director of Public Works	Mike Adams
19. Assistant Director of Public Works	Matt Crenshaw
20. Director of Engineering/City Engineer	Rick McClanahan
21. Assistant Director of Engineering/Assistant City Engineer	John Horne
22. Director of Community Relations	Debbie Gelineau
23. City Attorney	Ed McKenney, Jr.

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