City of Bartlett

A. Keith McDonald, Mayor

BOARD OF MAYOR AND ALDERMEN MEETING MINUTES

TUESDAY, MARCH 13, 2018 - BARTLETT CITY HALL - 7:00 PM

CALL TO ORDER

Mayor A. Keith McDonald: Absent, Alderman W.C. Pleasant: Absent, 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 Luke Harper, Bartlett Baptist Church

FUTURE MEETINGS

Historic Preservation Commission, March 19 at 7 p.m.

BPACC Advisory Board, March 20 at 6 p.m.

Bartlett Arts Council, March 20 at 6:30 p.m.

Design Review Commission, March 20 at 6:30 p.m.

Board of Education, March 22 at 7 p.m.

RECOGNITIONS

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

MINUTES ACCEPTANCE

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

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

PUBLIC HEARING

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

1. Ordinance 18-01, an ordinance to delete Section 11-501 Return Check Service Fee from the codified ordinances.

No one spoke in favor or in opposition of Ordinance 18-01.
Adjourned at 7:09 p.m.

UNFINISHED BUSINESS

1 Third Reading of Ordinance 18-01, an ordinance to delete Section 11-501 Return Check Service Fee from the codified ordinances. (Dick Phebus, Director of Finance)

RESULT:	**APPROVED ON THIRD AND FINAL RE [UNANIMOUS]**
MOVER:	David Parsons, Alderman
SECONDER:	Emily Elliott, Alderman
AYES:	Elliott, Parsons, Simmons, Young, Sedgwick

CONSENT AGENDA

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

1 Planning Commission Report for March 2018. (Kim Taylor, Director of Planning and Economic Development)

NEW BUSINESS

There is no New Business.

OPEN DISCUSSION

Alderman Simmons stated that the City's early voting location has changed to Harmony Church at 6740 St. Elmo Road.

City Engineer Rick McClanahan announced that the track repair and road closures by the CSX Railroad would be postponed from April 1 to April 15.

ADJOURNMENT

Meeting adjourned at 7:13 PM

BOARD OF MAYOR AND ALDERMEN MEETING MINUTES

TUESDAY, FEBRUARY 27, 2018 - BARTLETT CITY HALL - 7:00 PM

ROLL CALL

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 Vice Mayor Jack Young

FUTURE MEETINGS

City Beautiful Commission, March 1 at 6:30 p.m.

Family Assistance Commission, March 5 at 6 p.m.

Planning Commission, March 5 at 7 p.m.

Bartlett Station Commission, March 7 at 7:30 a.m.

Parks and Recreation Advisory Board, March 8 at 7 p.m.

Bartlett Historical Society, March 12 at 7 p.m.

RECOGNITIONS

Fire Department Badge Presentation

Ben White has been promoted to Driver. Chief Wiggins presented Mr. White with his badge.

Distinguished Budget Presentation Award

Mayor McDonald presented Finance Director Dick Phebus with the Government Finance Officers Association's Distinguished Budget Presentation Award for Fiscal Year 2018.

Official Business of the Day

MINUTES ACCEPTANCE

Minutes of the February 13, 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

UNFINISHED BUSINESS

1 **Second Reading of Ordinance 18-01, an ordinance to delete Section 11-501 Return Check Service Fee from the codified ordinances. (Dick Phebus, Director of Finance)**

RESULT:	**APPROVED ON SECOND READING [UNANIMOUS] Next: 3/13/2018 7:00 PM**
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

1 **Site plan contract for The Aspen. (John Horne, Assistant Director of Engineering)**
The developer, Focus 3, LLC, will pay $69,594.79 in City fees. The bond is set at $353,370.00.

2 **Bid for two Ford F150 trucks. (Bill Yearwood, Director of Public Works)**
Recommend accepting the lowest bid from AutoNation at a total cost of $40,958.32. Funds are available in Account 122.48122.935.

3 **Treasurer's Report for January 2018. (Dick Phebus, Director of Finance)**

Budgeted Expenditures	$79,809,042
Year-to-Date Expenditures	$50,987,111
Budgeted Revenues	$79,809,042
Year-to-Date Revenues	$46,810,155

NEW BUSINESS

1 Resolution 05-18, a resolution to amend the Fiscal Year 2018 General Fund Budget to appropriate $67,200 for peace officer supplement pay for police department certified personnel. (Dick Phebus, Director of Finance)

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

OPEN DISCUSSION

Chris Steele, 5746 Kristy Creek Cove in Arlington, is a teacher at Bartlett High School and invited the Board and the public to the school's production of Tarzan beginning Thursday, March 1.

ADJOURNMENT

Meeting adjourned at 7:11 PM

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

A. Keith McDonald
Mayor

Board of Mayor and Aldermen
6400 Stage Road
Bartlett, TN 38134

ADOPTED

ORDINANCE (ID # 2284)

Meeting: 03/13/18 07:00 PM
Department: Finance
Category: Amendment
Prepared By: Stefanie McGee
Initiator: Dick Phebus
Sponsors:
DOC ID: 2284

Ordinance 18-01, an ordinance to delete Section 11-501 Return Check Service Fee from the codified ordinances.

WHEREAS, the City's returned check service fee is currently contained within the Codified Ordinances, and

WHEREAS, the City's returned check service fee is maintained and amended via the annual budget ordinances, and

WHEREAS, annual budget ordinances are not included in codification, therefore, the returned check service fee cannot be updated within the codified volumes, this specified fees should be removed from codification and be located and maintained solely within the City's annual fiscal year budget-adoption ordinance.

NOW THEREFORE BE IT HEREBY ORDAINED that the Board of Mayor and Aldermen remove the following section from the Codified Ordinances:

> 11-501. Return check service fee established. Any person, partnership, corporation or any other maker of a check, draft or instrument which is returned to the City of Bartlett for the reason of insufficient funds, a closed account or any other reason which results in non-payment of the tendered check, draft or instrument shall be charged by the City of Bartlett, a penalty in an amount equal to one percent (1%) of the amount of such check, except that if the amount of such check is less than two thousand dollars ($2,000.00), a penalty in the amount of twenty-five dollars ($25.00) or the amount of the check, whichever is less.

SEVERABILITY - Should any provision or part of this Ordinance be rendered void or unenforceable by any court of law, statute or other authority, the rest and remainder of this Ordinance shall remain in full force and effect.

EFFECTIVE DATE - This Ordinance shall be effective from and after its final passage, the public welfare requiring it.

First Reading: February 13, 2018
Second Reading: February 27, 2018

Third Reading: March 13, 2018

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

A. Keith McDonald, Mayor

Stefanie McGee, City Clerk

HISTORY:

02/13/18 Board of Mayor and Aldermen APPROVED ON FIRST READING
Next: 02/27/18

02/27/18 Board of Mayor and Aldermen APPROVED ON SECOND READING
Next: 03/13/18

RESULT:	**APPROVED ON THIRD AND FINAL RE [UNANIMOUS]**
MOVER:	David Parsons, Alderman
SECONDER:	Emily Elliott, Alderman
AYES:	Elliott, Parsons, Simmons, Young, Sedgwick

Board of Mayor and Aldermen
6400 Stage Road
Bartlett, TN 38134

ADOPTED

Meeting: 03/13/18 07:00 PM
Department: Planning and Economic Development
Category: Report
Prepared By: Sam Harris
Department Head: Kim Taylor

AGENDA ITEM

Planning Commission Report for March 2018.

NEW BUSINESS

Final Plan

1. **Appling Corporate Center, Lot 4 (David Bray, The Bray Firm)**

INTRODUCTION: Mr. David Bray with The Bray Firm is requesting Planning Commission approval of a revised Final Plan for the Appling Corporate Center Subdivision. The subject property is located on the west side of Adrianne Place on Lot 4 of the Appling Corporate Center Subdivision. It is within the "I-O" Industrial Wholesale and Warehouse Zoning District.

BACKGROUND: On December 1, 1986, the Planning Commission approved the Final Plan for the Appling Corporate Center Subdivision. The original plat has been previously amended to consolidate some of the lots and provide easements.

DISCUSSION: The specific request by the applicant is for the approval of the Final Plan to subdivide Lot 4 from an existing 1.69-acre lot into two lots to be labeled Lot 4A and Lot 4B. Lot 4A will be 1.24-acres, and the existing location of the 26,456-sq.ft. International Technology Complex building. Lot 4B will be 0.45-acres, and the existing location of a 3,600-sq.ft. warehouse building. Access to both lots is from separate curb cuts off Adrianne Place. Right-of-Way dedication will be provided for the turn-a-round at the end of Adrianne Place.

Approved with Conditions of Staff.

Site Plan

2. **ALDI Food Store - Building Addition, 2867 Kirby-Whitten Parkway (Kelly Babcock, CESO Inc.)**

INTRODUCTION: Ms. Kelly Babcock with CESO Inc. is requesting Planning Commission approval of a revised site plan for the ALDI Food Store. The subject property is located at 2867 Kirby-Whitten Parkway. It is within the "SC-1" Planned Unit Commercial Zoning District.

BACKGROUND: On November 5, 2001, the Planning Commission approved the original site plan for the ALDI Food Store. On January 7, 2002, the Planning Commission approved a revised site plan for landscaping and adjustments to the ingress/egress easement due to the relocation of detention basins from the north property line adjacent to the bank. The detention basins were relocated along the Kirby-Whitten Parkway frontage.

DISCUSSION: The specific request by the applicant is for the approval of a revised site plan to expand the ALDI store 3,293-sq.ft. by removing and extending the east elevation of the building. The existing parking spaces along the east elevation will be reallocated into the existing main parking lot. Access to the site will remain from the same curb cuts off Stage Road and Kirby-Whitten Parkway. The specifics of the proposed site plan are as follows:

Site Data	
Site Area:	2.54-acres/110,642-square feet
Total Existing Parking Spaces:	101 (5-Van Accessible)
Total Required Parking Spaces: (One space for each 200 sq.ft.)	92
Total Proposed Parking Spaces:	85
Handicap Accessible:	5 - Van Accessible
Regular Customer Parking	80
Existing Total Building Area:	15,146-square feet
Proposed Total Building Area:	18,439-square feet
Greenspace/Open space:	39.1%
Building Height:	21-feet

Approved with Conditions of Staff.

RESULT:	**APPROVED BY CONSENT VOTE [UNANIMOUS]**
MOVER:	David Parsons, Alderman
SECONDER:	Bobby Simmons, Alderman
AYES:	Elliott, Parsons, Simmons, Young, Sedgwick