



City of Bartlett

David Parsons, Mayor

BOARD OF MAYOR AND ALDERMEN MEETING MINUTES

TUESDAY, FEBRUARY 27, 2024 - BARTLETT CITY HALL - 6:00 PM

ATTENDANCE

Mayor David Parsons: Present, Alderman Brad King: Present, Alderman Robert Griffin: Present, Alderman David Reaves: Present, Alderman Monique L. Williams: Present, Vice Mayor Jack Young: Present, Alderman Kevin Quinn: Present.

INVOCATION

Opening Prayer by City Chaplain Johnny Byrd, Legacy Church

FUTURE MEETINGS

Family Assistance Commission, March 4 at 6 p.m.

Planning Commission, March 4 at 6:30 p.m.

Beer Board, March 5 at 6 p.m.

Bartlett Station Commission, March 6 at 7:30 a.m.

City Beautiful Commission, March 7 at 6:30 p.m.

RECOGNITIONS

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

MINUTES ACCEPTANCE

Minutes of the February 13, 2024 Board of Mayor and Aldermen Regular Meeting

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	David Reaves, Alderman
SECONDER:	Jack Young, Vice Mayor
AYES:	Brad King, Robert Griffin, David Reaves, Monique L. Williams, Jack Young, Kevin Quinn

UNFINISHED BUSINESS

- I **Second Reading of Ordinance 24-02, an ordinance establishing the YMCA Advisory Board. (Ed McKenney, Jr. City Attorney).** The public hearing is set for March 12, 2024.

RESULT:	APPROVED ON SECOND READING [UNANIMOUS]	Next: 3/12/2024 6:00 PM
MOVER:	David Reaves, Alderman	
SECONDER:	Robert Griffin, Alderman	
AYES:	Brad King, Robert Griffin, David Reaves, Monique L. Williams, Jack Young, Kevin Quinn	

CONSENT AGENDA

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jack Young, Vice Mayor
SECONDER:	Monique L. Williams, Alderman
AYES:	Brad King, Robert Griffin, David Reaves, Monique L. Williams, Jack Young, Kevin Quinn

- I **Authorization to auction surplus property. (Dick Phebus, Director of Finance)**
Fifteen items have been identified as having a potential auction-value of \$500 or more and will be auctioned on GovDeals.com.
- 2 **Treasurer's Report for January 2024. (Dick Phebus, Director of Finance)**
- | | |
|----------------------------|---------------|
| Budgeted Expenditures: | \$105,587,418 |
| Year-to-date Expenditures: | \$71,992,587 |
| Budgeted Revenues: | \$105,587,418 |
| Year-to-date Revenues: | \$58,307,144 |

NEW BUSINESS

- I **Resolution 08-24, a resolution to revise and update the Personnel Policies for the City of Bartlett, Tennessee. (Ted Archdeacon, Director of Personnel)**

RESULT:	APPROVED [UNANIMOUS]
MOVER:	David Reaves, Alderman
SECONDER:	Robert Griffin, Alderman
AYES:	Brad King, Robert Griffin, David Reaves, Monique L. Williams, Jack Young, Kevin Quinn

- 2 Resolution 09-24, a resolution to amend the FY2024 Grant Fund budget to recognize Shelby County Commission grant award totaling \$200,000 to the City of Bartlett for public safety and security purposes. (Dick Phebus, Director of Finance)**

The Mayor and Board of Mayor and Aldermen commended County Commissioner Mick Wright for sponsoring this grant.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jack Young, Vice Mayor
SECONDER:	Kevin Quinn, Alderman
AYES:	Brad King, Robert Griffin, David Reaves, Monique L. Williams, Jack Young, Kevin Quinn

- 3 Resolution 10-24, a resolution to amend the Fiscal Year 2024 General Fund Budget to appropriate \$103,200 for peace officer supplement pay for police department certified personnel. (Dick Phebus, Director of Finance)**

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Robert Griffin, Alderman
SECONDER:	Jack Young, Vice Mayor
AYES:	Brad King, Robert Griffin, David Reaves, Monique L. Williams, Jack Young, Kevin Quinn

- 4 Proposal for a Citywide Emergency Mass Notification System. (Jeff Cox, Police Chief)**

Recommend the selection of Asher Group. They have provided the City of Bartlett with a GSA Contract Quotation for Hyper-Reach Mass Emergency Notification Services for three years for \$39,675.00. Funding for this purchase is available in Grant Account #131.42100.939.02524.

Chief of Police Jeff Cox explained that this system would be purchased through the just approved Shelby County grant of \$200,000.00. He stated that the June 2023 super storm accentuated the need for a notification system when social media outlets were down and cell tower availability was intermittent. He also explained that a committee and a standard operating procedure would be established through Dispatch and they would determine when, and to what polygon, to send out an alert.

Alderman King asked if this was a yearly contract. Chief Cox said they are initially signing for a three year contract for a total cost of \$39,675.00.

Alderman Reaves inquired about cell tower outages; if the notifications would only be used for disasters, and opting in or out for notifications.

Chief Administrative Officer Steve Sones said that the City intends to initially only use the system for emergency notifications; however, notifications could be expanded, as an example, that if ball fields were rained out, blasts could be sent to those in that database. This would be at no additional cost.

Mayor Parsons said that the system could send notifications to a polygon area regarding street paving, water main break issues, etc., but initially will be used for emergencies.

Alderman Quinn inquired about opting out/in and if visitors to the City would get the notification. It was explained that the notification blast would go out to cell phones on the tower and individuals would have the option to opt out.

Mayor Parson also noted that with this grant that portable traffic lights, Jaws of Life, and battery backups for signal lights at major intersections will be purchased.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jack Young, Vice Mayor
SECONDER:	David Reaves, Alderman
AYES:	Brad King, Robert Griffin, David Reaves, Monique L. Williams, Jack Young, Kevin Quinn

5 Appoint Members to City's Boards and Commissions. (David Parsons, Mayor)

The following individuals were appointed to the respective boards and commission:

Beer Board, Jason Sidle. His term will expire December 31, 2025.

Code Appeals Board, Greg Easton. His term will expire December 31, 2024.

Design Review Commission, Steve Hodgkins. His term will expire December 31, 2025.

Grievance Review Board, Ashley Mellinger. Her term will expire December 31, 2024.

Historic Preservation Commission, Brandon Weise. His term will expire December 31, 2028.

Industrial Development Board, Alan Higdon. His term will expire January 25, 2027.

Storm Water Board of Appeals, Greg Easton. His term will expire December 31, 2024.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	David Reaves, Alderman
SECONDER:	Brad King, Alderman
AYES:	Brad King, Robert Griffin, David Reaves, Monique L. Williams, Jack Young, Kevin Quinn

6 Appoint James Draffin as Assistant Director of Parks and Recreation, effective March 1, 2024. (David Parsons, Mayor)

Alderman Reaves asked this vote to be made by unanimous voice vote. All members voted yes. Each member on the Board thanked him for his years of service and congratulated James Draffin on his appointment. Mr. Draffin was sworn in as Assistant Director of Parks and Recreation.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jack Young, Vice Mayor
SECONDER:	Monique L. Williams, Alderman
AYES:	Brad King, Robert Griffin, David Reaves, Monique L. Williams, Jack Young, Kevin Quinn

7 Appoint Todd Halford as Chief Communications Officer, effective March 1, 2024. (David Parsons, Mayor)

Alderman Reaves asked this vote to be made by unanimous voice vote. All members voted yes. Each member on the Board congratulated Todd Halford on his appointment. Mr. Halford was sworn in as Chief Communications Officer.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jack Young, Vice Mayor
SECONDER:	David Reaves, Alderman
AYES:	Brad King, Robert Griffin, David Reaves, Monique L. Williams, Jack Young, Kevin Quinn

OPEN DISCUSSION

No one spoke.

ADJOURNMENT

Meeting adjourned at 6:33 PM