



# *City of Bartlett*

*A. Keith McDonald, Mayor*

## **BOARD OF MAYOR AND ALDERMEN MEETING MINUTES**

**TUESDAY, DECEMBER 10, 2013 - COUNCIL CHAMBER - 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 Josh Ross, Sycamore View Church of Christ

### **FUTURE MEETINGS**

Parks and Recreation Advisory Board, December 12 at 7 p.m.

Historic Preservation Commission, December 16 at 7 p.m.

BPACC Advisory Board, December 17 at 6 p.m.

Design Review Commission, December 17 at 7 p.m.

Bartlett Board of Education, December 11 at 5:30 p.m.

### **RECOGNITIONS**

#### **Alan Helms for donating Christmas Village to the City**

Mayor McDonald presented Alan Helms with a Certificate of Appreciation and a \$100 Wal-Mart gift card for donating a Christmas Village containing 34 houses and 39 carnival structures to the City.

#### **Bartlett Hills Baptist Church to present check to Family Assistance Commission**

Pastor of Bartlett Hills Baptist Church, John Finley, presented Ted Rasbach, Chairman of the Family Assistance Commission, and Mayor McDonald with a \$500 donation to the Family Assistance Commission. The church raised the money by selling pumpkins during its annual pumpkin patch fundraiser.

#### **\*\*\*Official Business of the Day\*\*\***

Mayor McDonald announced an emergency purchase of \$21,000 for a replacement fire pump for Pump #3.

### **MINUTES ACCEPTANCE**

#### **Minutes of the November 26, 2013 Board of Mayor and Aldermen Regular Meeting**

|                  |                                                      |
|------------------|------------------------------------------------------|
| <b>RESULT:</b>   | <b>ACCEPTED [UNANIMOUS]</b>                          |
| <b>MOVER:</b>    | Bobby Simmons, Alderman                              |
| <b>SECONDER:</b> | Jack Young, Vice Mayor                               |
| <b>AYES:</b>     | Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick |

### **Minutes of the November 27, 2013 Board of Mayor and Aldermen Special Called Meeting**

|                  |                                                      |
|------------------|------------------------------------------------------|
| <b>RESULT:</b>   | <b>ACCEPTED [UNANIMOUS]</b>                          |
| <b>MOVER:</b>    | Bobby Simmons, Alderman                              |
| <b>SECONDER:</b> | Jack Young, Vice Mayor                               |
| <b>AYES:</b>     | Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick |

### **CONSENT AGENDA**

|                  |                                                      |
|------------------|------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>                          |
| <b>MOVER:</b>    | Jack Young, Vice Mayor                               |
| <b>SECONDER:</b> | Emily Elliott, Alderman                              |
| <b>AYES:</b>     | Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick |

- 1 Special event permit for the Bartlett Station Farmer's Market. (Jim Brown, Director of Code Enforcement)**  
The event will be held every Saturday starting May 17 thru September 27, 2014 from 7 a.m. til 12 pm at Freeman Park, 2629 Bartlett Blvd.
- 2 Special event permit for Oak Elementary PTA-5K Run/Walk Fund Raiser (Jim Brown, Director of Code Enforcement)**  
The event will be held on Friday, May 16, 2014 from 5 til 10 pm at Oak Elementary School, 3573 Oak Road.
- 3 Authorization to auction surplus property. (Dick Phebus, Director of Finance)**  
Twenty-seven items have been identified as having a potential auction-value of \$500 or more and will be auctioned on GovDeals.com.
- 4 Planning Commission Report for December 2013. (Terry Emerick, Director of Planning and Economic Development)**

Item 1 - Site plan for Bartlett Alzheimer's Special Care Facility, near the intersection of Summer and Kirby-Whitten, was approved with conditions.

Item 2 - Master plan for Kate Hyde - 64 Subdivision, northeast corner of Kate Hyde Blvd and Highway 64 was approved with conditions.

**NEW BUSINESS****I     Resolution 29-13, a resolution to appropriate funds for the Bartlett City Schools for startup costs from January to March 2014. (Mark Brown, Chief Administrative Officer)**

Mark Brown, CAO, and Jeff Norris, School Board Chair

Mr. Brown explained that this resolution would appropriate funds from the City's General Fund Budget for startup costs of the school system from January to March 2014. The school board and the City worked with Dr. Jim Mitchell of Southern Education Strategies to create instructional and operational budget. The school board accepted the budget December 5.

Jeff Norris, Chair of the Bartlett Board of Education, explained that the School Board made a few changes to the budget, mainly expanding the "Other Expenses" category. This category, which allocates \$100,000, includes expenditures of leasing office space and furniture, fixtures and equipment, website creation, legal counsel, marketing and branding.

Alderman Simmons asked if the Board has selected office space. Mr. Norris stated that the City had begun the search. Mayor McDonald noted that Bartlett High School has available office space and the school board will have to talk to the Shelby County School Board to lease the space until the facility is turned over to the Bartlett School Board.

Alderman Parsons asked Mr. Norris if the Board of Mayor and Aldermen should anticipate another funding request prior to the end of the fiscal year, which Mr. Norris confirmed. Alderman Parsons said he is glad the school board is following the Southern Educational Strategies suggested budget and that the budget is balanced. Mr. Norris stated that this is a budget request for allocation of funds from the City. If the full amount of \$727,800 is not spent, the remainder will revert back to the City's General Fund at the end of the quarter. Mayor McDonald noted that the requested funds are the City's monies and will come from unreserved funds. The City has been keeping track of the funds being spent from the sales tax increase.

Alderman Pleasant asked if this fund allocation would be repaid by the School Board to the City. Mayor McDonald answered that there would be no repayment. He added that the City has \$2.8 million in undesignated funds that has been raised by the sales tax increase.

Alderman Elliott asked if the school board would report how it spend this fund allocation at the end of March. Mayor McDonald said since these will still be City funds, City staff will account for the expenditures and can report monthly to the Board of Mayor and Aldermen.

Alderman Simmons asked if only some of the sales tax increase was earmarked for education. Mayor McDonald said that none of the funds were earmarked. The referendum was worded so that the funds were not specifically designated for schools.

Alderman Parsons asked when the school system would start hiring. Mr. Norris replied that he can only forecast the hiring of a superintendent. The School Board hires only the superintendent. Mr. Norris doesn't think the superintendent will hire all 38 budgeted personnel in January. Teacher hiring will not take place until later in 2014.

|                  |                                                      |
|------------------|------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>                          |
| <b>MOVER:</b>    | Jack Young, Vice Mayor                               |
| <b>SECONDER:</b> | David Parsons, Alderman                              |
| <b>AYES:</b>     | Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick |

**OPEN DISCUSSION**

Mayor McDonald announced the Singleton Christmas Tree lighting on December 13, 2013 at 6 p.m.  
A static Christmas parade will be held at City Hall on December 14 from 2 to 4 p.m.

**ADJOURNMENT**

Meeting adjourned at 7:38 PM