



City of Bartlett
A. Keith McDonald, Mayor

BOARD OF MAYOR AND ALDERMEN MEETING AGENDA

TUESDAY, FEBRUARY 9, 2016 - BARTLETT CITY HALL - 7:00 PM

INVOCATION

Opening Prayer by Christopher D. Briwder, Sr., Temple of Praise

FUTURE MEETINGS

Parks and Recreation Advisory Board, February 11 at 7 p.m.

Historic Preservation Commission, February 15 at 7 p.m.

BPACC Advisory Board, February 16 at 6 p.m.

Bartlett Arts Council, February 16 at 6:30 p.m.

Design Review Commission, February 16 at 6:30 p.m.

RECOGNITIONS

Official Business of the Day

MINUTES ACCEPTANCE

Minutes of the January 26, 2016 Board of Mayor and Aldermen Regular Meeting

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. Resolution 01-16, a resolution approving a First Addition to the Planned Development for Elpine Gray Estates.

UNFINISHED BUSINESS

- I **Resolution 01-16, a resolution approving a First Addition to the Planned Development for Elpine Gray Estates. (Terry Emerick, Director of Planning and Economic Development)**

CONSENT AGENDA**1 Authorization to auction surplus property. (Dick Phebus, Director of Finance)**

Four items have been identified as having a potential auction-value of \$500 or more and will be auctioned on GovDeals.com.

2 Professional services contract modification with A2H for Bartlett Road Bridge Project. (Rick McClanahan, Director of Engineering)

Due to unexpected delays, A2H spent an additional 103 days providing construction inspection for the Bartlett Road Bridge Project. The additional work costs \$14,013.75. Funds are available in Account 311.48311.780.426.

3 Right-of-Way Agent for Old Brownsville Road Widening Project. (Rick McClanahan, Director of Engineering)

Recommend accepting the proposal from Stanfield Consultants at a cost of \$136,625, plus a contingency amount of \$13,375 for a total cost of \$150,000. Funds are available in Account 311.48311.770.422.

NEW BUSINESS**1 Resolution 06-16, a resolution to accept a grant from Petsmart Charities, Inc. and to amend the Fiscal Year 2016 Grants Budget to appropriate the funds and authorize the funding for the City of Bartlett Animal Shelter. (Dick Phebus, Director of Finance)****2 Resolution 07-16, a resolution to amend the Fiscal Year 2016 Capital Improvement Fund Budget to provide for additional funding for Memphis Arlington/Altruria signal. (Dick Phebus, Director of Finance)****3 Appoint Division I Judge. (A. Keith McDonald, Mayor)****OPEN DISCUSSION****ADJOURNMENT**



City of Bartlett
A. Keith McDonald, Mayor

BOARD OF MAYOR AND ALDERMEN MEETING MINUTES

TUESDAY, JANUARY 26, 2016 - 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 Michael Blaylock, Calvary Baptist Church

FUTURE MEETINGS

Family Assistance Commission, February 1 at 6 p.m.

Planning Commission, February 1 at 7 p.m.

Bartlett Station Commission, February 3 at 7:30 a.m.

City Beautiful Commission, February 4 at 7 p.m.

Bartlett Historical Society, February 8 at 7 p.m.

RECOGNITIONS

Mayor McDonald and the Aldermen recognized Boy Scouts from Troops 255 and 458. The Scouts attended to earn merit badges.

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

MINUTES ACCEPTANCE

Minutes of the January 12, 2016 Board of Mayor and Aldermen Regular Meeting

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

Minutes Acceptance: Minutes of Jan 26, 2016 7:00 PM (MINUTES ACCEPTANCE)

CONSENT AGENDA

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

- 1 Special event permit for St. Valentine's Day 5K and 10K Runs. (Jim Brown, Director of Code Enforcement)**
The event will be held on Saturday, February 13 from 9 to 11:30 a.m. at Bartlett Baptist Church.
- 2 Authorization to auction surplus property. (Dick Phebus, Director of Finance)**
Six items have been identified as having a potential auction-value of \$500 or more and will be auctioned on GovDeals.com.
- 3 Bid for replacement of Senior Citizens Center roof. (Dick Phebus, Director of Finance)**
Recommend accepting lowest bid from Quality Roofing at a cost of \$81,773.00. Funds are available in Account 131.44000.921.04116
- 4 Bid for PLC hardware upgrade at Altruria Water Treatment Plant. (Rick McClanahan, Director of Engineering)**
Recommend accepting the lowest bid from Phoenix Electric in the amount of \$8,000, plus a contingency amount of \$2,000, for a total cost of \$10,000. Funds are available in Account 510.51200.945.
- 5 Bid for aerator modifications at Water Treatment Plants 1 and 2. (Rick McClanahan, Director of Engineering)**
Recommend accepting the lowest bid from Quinn Construction in the amount of \$73,000, plus a contingency amount of \$7,000, for a total cost of \$80,000. Funds are available in Account 510.51200.945.
- 6 Treasurer's Report for December 2015. (Dick Phebus, Director of Finance)**

Adopted Budget Expenditures	\$70,251,836
Year-to-date Expenditures	\$39,037,420
Adopted Budget Revenue	\$70,251,836
Year-to-date Revenue	\$32,175,561

NEW BUSINESS

There is no new business.

OPEN DISCUSSION

No one spoke during Open Discussion.

ADJOURNMENT

Meeting adjourned at 7:07 PM

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

A. Keith McDonald
Mayor

Minutes Acceptance: Minutes of Jan 26, 2016 7:00 PM (MINUTES ACCEPTANCE)



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

AGENDA ITEM

Meeting: 02/09/16 07:00 PM
Department: Planning and Economic Development
Category: Special use permit
Prepared By: Stefanie McGee
Department Head: Terry Emerick

Resolution 01-16, a resolution approving a First Addition to the Planned Development for Elpine Gray Estates.

WHEREAS, an application has been made for amendments to the Planned Development for First Addition, Elpine Gray Estates P.D.,

WHEREAS, the Planning Commission reviewed the proposed amendments to the Planned Development for Elpine Gray Estates P.D. January 4th, 2016, in accordance with their regulations and recommended APPROVAL of the amendments to the Planned Development; and

WHEREAS, the Board of Mayor and Aldermen held a Public Hearing on February 9th, 2016 and approved the First Addition to the Planned Development for Elpine Gray Estates P.D. located South of Old Brownsville Road on Elpine Gray Drive, and is within the "RS-15" Residential Zoning District, subject to the following conditions:

Planning:

- ☐ After the Planning Commission forwards a recommendation of this Planned Residential Development to the Board of Mayor and Aldermen, the application must receive an approval from the Board of Mayor and Aldermen before making application for Construction and Final Plans.
- ☐ If the proposed setbacks for the PD are approved by the Planning Commission, then the applicant shall add the following restrictions to the final plat:
 - 1) 30-foot minimum front yard setback
 - 2) 5-foot minimum side yard setback
 - 3) 25-foot minimum rear yard setback
 - 4) 10,000-square feet minimum lot size
 - 5) 70-feet minimum lot width at the front building setback line
- ☐ The owner/applicant shall be present at the meeting in order to make decisions relative to any changes that may be suggested by the Planning Commission.

Engineering

- ☐ This development will connect the two stub streets (Elpine Gray Drive) that was constructed as part of the Elpine Gray Estates at Buckhead P. D. as recorded in Plat Book 239 Page 40.
- ☐ All lot owners within this subdivision shall be members of the mandatory Home Owners Association that was created when the Elpine Gray Estates at Buckhead P. D. was developed and as recorded in Instrument No. 06183129.

- ☐ The building setbacks and minimum square footage shall also comply with those established for Elpine Gray Estates at Buckhead P. D.
- ☐ Based on a recent aerial photograph of this property there are a lot of vehicles and materials being stored on this property. This area must be cleaned up and any soil that has been contaminated by oil or grease shall be properly disposed of and the site cleared of any unsuitable material.
- ☐ Detention is required for both drainage basins. The developer's engineer shall confirm that this parcel was included in the detention basin analysis for both existing detention basins. The existing detention basins are owned and maintained by the homeowners association. Calculations shall be based on the 2, 5, 10 and 25-year storms.
- ☐ This 5 acre outparcel appears to drain mostly to the east and shall connect into the existing drainage pipe and headwall. The policy of the City of Bartlett is to limit the drainage across no more than three lots before it is captured, to reduce complaints.
- ☐ A water line extension through this 5-acre parcel shall connect the existing 8" water lines on each side of this parcel.
- ☐ Provide an AutoCAD drawing file to the City for use in the design of the water line extension.
- ☐ A SWPPP and a TDEC permit will be required and shall be submitted to TDEC and also to the City of Bartlett Engineering office.
- ☐ A full subdivision contract will be required.
- ☐ Provide a tree survey of this property and based on the location of any trees worthy of retention, adjust the lot lines to better facilitate the preservation of these trees.
- ☐ If the final and construction plans are not approved by the Planning Commission before April 2015, then this development will have to meet the new runoff reductions requirement by TDEC.
- ☐ If a subdivision contract has not been approved from 1 year of approval of the final and construction plans, then this development shall have to comply with the new TDEC runoff reduction guidelines.
- ☐ There appears to be some drainage coming from the existing lot 7 onto the proposed lot 88. A drainage pipe extension and a drainage structure may be required in order to pick this drainage up and a minimum finished floor elevation for lot 87 and 88 may need to be set to allow for passive drainage swale down the lot lines. This will be reviewed and determined at the time of the final and construction plan submittal and review.
- ☐ Based on the e-mail from the Elpine Gray HOA representative, the existing 20 foot wide COS in the Elpine Gray Phase I as shown on Plat Book 239, Page 40 should be eliminated and Quit Claimed to the two adjacent property owners of Lots 18 and 19.

WHEREAS, the Board of Mayor and Aldermen have determined that the proposed First Addition to the Planned Development for Elpine Gray Estates P.D. should be approved;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF BARTLETT, TENNESSEE, that the First Addition to the Planned Development for Elpine Gray Estates P.D., located South of Old Brownsville Road on Elpine Gray Drive, and is within the “RS-15” Residential Zoning District., incorporating the above listed conditions, are approved.

ADOPTED THIS 9TH DAY OF FEBRUARY 2016.

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

A. Keith McDonald, Mayor

Attest: _____
Stefanie McGee, City Clerk

Bartlett Planning and
Economic Development Department
6382 Stage Road, P.O. Box 341148
Bartlett, TN 38184-1148
901-385-6417 FAX 901-385-6419
www.cityofbartlett.org

Bartlett Planning Commission
Application for
Planned Development Approval

Consultation with the staff is encouraged prior to the completion of this application form.

Requested Uses SINGLE FAMILY RESIDENTIAL
Property Address 0 OLD BROWNSVILLE RD., BARTLETT, TN 38002
Present Zoning RS-15
Owner/Developer Contact LOYAL FEATHERSTONE Phone 360-0201
Company Name LOYAL FEATHERSTONE REALTY Fax 360-8030
Address 3317 KIRBY PARKWAY MEMPHIS TN 38115 email loyalfeatherstone@yahoo.com
Architect Contact W/A Phone _____
Company Name _____ Fax _____
Address _____ email _____
Engineer Contact PAUL BRAY Phone 383-8668
Company Name THE BRAY FIRM Fax 383-8720
Address 2950 STAGE PLAZA N BARTLETT, TN. 38134 email braydavisfirm@aol.com

Submitted by PAUL BRAY Paul Bray 10/2/15
(printed name) (signature) (date)
Email Address braydavisfirm@aol.com Phone 383-8668 Fax 383-8720
ADL.COM

- RB Attach a checked-off "Planned Development Checklist" and all items required therein.
RB Acknowledge (by initials in the blank to the left) that the "Application Instructions: Planning Commission" were obtained and read prior to submitting this application.
RB Provide 18-folded ($\pm$ 10"x13") sets of plans with a copy of the signed application attached to each set.
RB Provide an electronic PDF file of the plans. Note that an updated electronic file is required when plans are revised. The electronic file shall be labeled with the project name and accurately dated.
RB Include a fee with this application (check payable to the City of Bartlett) of \$300.00 for five (5) acres or less, plus \$30.00 per acre (after the first five) to a maximum of \$2,000.00. The fee is not refundable.

I, the property owner(s) hereby authorize the filing of this application.

LOYAL E FEATHERSTONE Loyal E Featherstone 11/2/2015
(print name) (signature) (date)

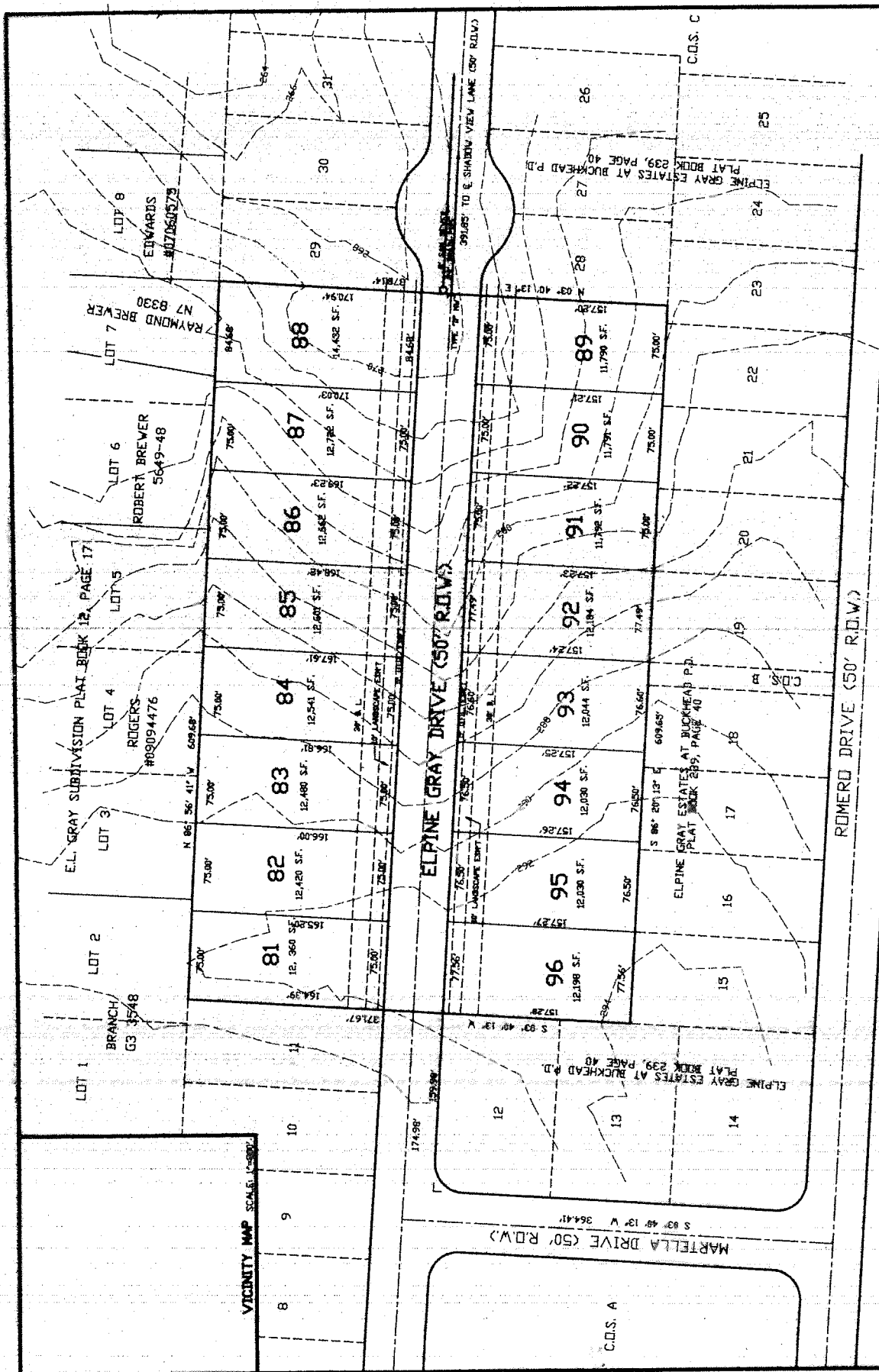
6/23/2014

Page 1 of 2

RECEIVED
NOV 03 2015
CITY OF BARTLETT

Packet Pg. 9

Attachment: elpine gray 1st add PD app (1704 : Res 01-16 Elpine Gray)



NOTES:

1. MIN. FRONT YARD SETBACK	30'
2. MIN. SIDEYARD SETBACK	5'
3. MIN. REAR YARD SETBACK	25'
4. MIN. HEATED SPACE	200 S.F.

FIRST ADDITION
ELPINE GRAY ESTATES at BUCKHEAD P.D.
BARTLETT, TENNESSEE


 ZONED - RS 15
 OWNER/DEVELOPER
 JIM FATHSTONE
 1000 W. TEMPE AVE
 PHOENIX, ARIZONA 85015
 (602) 360-0201

DATE: 11/02/15
 SCALE: 1"=50'

5.25 ACRES
 ENGINEER - THE BRAY FIRM
 1001 W. WILSON BLVD., N.
 SUITE 100, IN 38134
 PHOENIX, ARIZONA 85015
 (602) 343-8668

PROPERTY LINE DESCRIPTION

PROPERTY LINE DESCRIPTION OF THE FLOYD C. ROGERS PROPERTY AS RECORDED BY QUIT CLAIM DEED IN 2006 IN THE SHELBY COUNTY REGISTERS OFFICE, BEGINNING AT A POINT IN THE SOUTH RIV. CRK. OF MAPLE GRAY DRIVE SAID TRACT BEING 189.96' EAST OF THE EAST RIV. CRK. OF MAPLE GRAY DRIVE, THENCE N63°40'14"E ALONG THE EAST LINE OF LOT 1B, ELYMINE GRAY ESTATES AC. 2007-01-14TAC 253.45' TO A CORNER, THENCE S62°56'41"W ALONG THE SOUTH LINE OF SAID BRANCH PROPERTY AND THE SOUTH LINES OF THE ROGERS PROPERTY (SEE PARC. #06-00-0476), THE ROBERT BREWER PROPERTY (#642-48) AND THE RAMOND BREWER PROPERTY #73523 A DISTANCE OF 609.89' TO THE NORTHWEST CORNER OF LOT 28 OF SAID P.D.I. THENCE S63°40'35"W ALONG THE EAST LINE OF SAID P.D.I. AND CONTINUING NORTH ALONG THE EAST LINE OF SAID P.D.I. A DISTANCE OF 378.14' TO THE NORTH LINES OF LOTS 23, 22, 21, 20, 19, 18, 17, 16 AND 15 OF SAID P.D.I. AND THE NORTH LINES OF LOTS 23, 22, 21, 20, 19, 18, 17, 16 AND 15 OF SAID P.D.I. A DISTANCE OF 609.89' TO A POINT IN THE EAST LINE OF LOT 13 OF SAID P.D.I. THENCE N63°40'13"E ALONG SAID EAST LINE AND ALONG THE EAST LINE OF LOT 12 OF SAID P.D.I. A DISTANCE OF 157.28' TO THE POINT OF BEGINNING AND CONTAINING 3.63 ACRES LAND.



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

AGENDA ITEM

Meeting: 02/09/16 07:00 PM

Department: Finance

Category: Budget

Prepared By: Stefanie McGee

Department Head: Dick Phebus

Authorization to auction surplus property.

Article V Section 4 of the Charter of the City of Bartlett designates the authority to the Mayor to sell surplus property with Board approval for items valued over \$500. The following items have been identified as surplus with a potential value of over \$500 and are eligible to be sold at public auction.

<u>Department</u>	<u>Year</u>	<u>Make/Model</u>	<u>Color</u>	<u>Vehicle ID#</u>
Park	1996	Ford F-250	White	2FDHF25F3TCA53570
Park	1999	Jeep Cherokee	White	IJ4FF28S9XL616910
Park	2001	Ford F-150	White	1FTRX17W51NA59598
Mayor	2004	Chevrolet Impala	Grey	2G1WF52E149407196

It is our recommendation that these items be approved to be sold at public auction. If approved, the City of Bartlett will advertise the items to be auctioned on the GovDeals website (www.govdeals.com).

Thank you for your consideration of the above item.

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

Meeting: 02/09/16 07:00 PM

Department: Engineering

Category: Contract

Prepared By: Dena Hathaway

Department Head: Rick McClanahan

AGENDA ITEM

Professional services contract modification with A2H for Bartlett Road Bridge Project.

A2H was the engineering firm providing construction inspection service for the City on the Bartlett Road Bridge project. This project had several unexpected utility issues that delayed the project about 100 days. Due to the delays, A2H performed an additional \$14,013.75 worth of work on this project.

The project came in under budget, and there is funding available for this request. Please authorize the City to pay \$14,013.75 for additional work, with funding to come from Account 311.48311.780.426.



February 1, 2016

Mr. Rick McClanahan, P.E.
City Engineer
City of Bartlett, TN
6382 Stage Road
Bartlett, TN 38134

Re: Professional Services Contract Amendment #1 for
Construction Engineering and Inspection
(CEI) Services for Bartlett Road Bridge & Approaches Over Harrington Creek
State Project. No.: 79LPLM-F3-067;
Federal Project. No. STP-M-9419(6);
PIN No.: 112819.00
Bartlett, TN

A2H #14258

Dear Mr. McClanahan:

We are pleased to provide this Professional Services Contract Amendment #1 to the original contract dated May 8, 2014 for the CEI Services for Bartlett Road Bridge & Approaches over Harrington Creek located in Bartlett, TN. By way of this Contract Amendment to the original, we are enclosing our proposal for the additional professional services required for the successful completion of the scope of services for this project. The terms and conditions in the original contract shall apply to this amendment as well.

I. It is our understanding that the following additional services will be provided:

Coordination with Utility Companies

- A. Coordination with the utility companies (MLGW, XO Communications, and AT&T) to relocate their overhead lines and poles. The overhead lines and poles in their original location interfered with the Contractor's bridge demolition, pile driving, bridge erection and paving operations.

Redesign, Coordination and Negotiation

- A. Redesign, coordination and negotiation with the Contractor related to interference between an existing sanitary sewer line and several of the bridge pilings 14258 at each abutment. The piles and abutments had to be redesigned, and the change in work required considerable effort in negotiation and administrative work in order to execute a change order for this work.

Additional Field Inspection, Reporting and Administration

- A. Additional field inspection, reporting and administration required during the 103-day time extension given to the contractor to complete construction. Additional time and effort was expended in order to fulfill TDOT requirements for CEI, including writing Daily Work Reports (DWRs) and Monthly Construction Reports, performing weekly traffic control inspection/reporting, processing and submitting Contractor's monthly pay estimates, and review of Contractor's certified payrolls.

II. Our proposed fee for the additional scope of services is as follows:

Coordination with Utility Companies	\$ 2,487.50
Redesign, Coordination and Negotiation with Contractor	\$ 4,386.25
Additional Field Inspection Reporting and Administration	\$ 7,140.00
Total Fee:	\$14,013.75

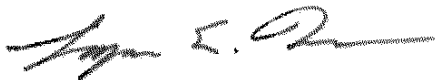
If this contract amendment satisfactorily set forth your understanding and the agreement between us, we would appreciate your signing this contract amendment in the space provided below and returning to us.

This Contract Amendment will be open for acceptance until **February 29, 2016**. We certainly appreciate working with you on this project and thank you for giving us the opportunity to submit this Contract Amendment.

If you have any questions, please call at 901-372-0404.

Sincerely,

A2H, INC.



Logan E. Meeks, PE
Partner – Vice President of Operations

AGENT FOR: CITY OF BARTLETT TN

ACCEPTED BY: _____ **DATE:** _____

TITLE: _____

Attachment: SKMBT_28316020317410.pdf (1702 : CEI Contract Modification with A2H)



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

AGENDA ITEM

Meeting: 02/09/16 07:00 PM

Department: Engineering

Category: Proposal

Prepared By: Dena Hathaway

Department Head: Rick McClanahan

Right-of-Way Agent for Old Brownsville Road Widening Project.

The City received 3 proposals to act as Right-of-Way agent for the City of Bartlett on the Old Brownsville Road project. The Contract Committee selected Stanfield Consultants for this work.

The funding needed for this work based on their proposal is shown below:

Negotiation	45 tracts X \$2,800/tract	= \$126,000
Administration	45 tracts X \$125/tract	= \$5,625
Business Relocation	1 tract X \$5,000	= \$5,000
Total Services	\$136,625	
Add for contingency	<u>\$ 13,375</u>	
TOTAL Right-of-Way Agent Costs	\$150,000	

Please fund the Right-of-Way agent cost of \$150,000 with funding to come from Old Brownsville Road West, Account 311.48311.770.422.

STANFIELD CONSULTANTS, INC.
P. O. Box 159
Selmer, Tennessee 38375-0159

CITY OF BARTLETT

OLD BROWNSVILLE ROAD
WIDENING PROJECT
RFQ FY2026-12-036
Shelby County

PROPOSAL

We hereby propose to complete the Acquisition of the above referenced project. Upon completion of said work we propose to invoice the as follows:

Negotiation/condemnation-	\$2,800.00 per tract
Closing	- \$400.00 per tract if required
Residential Relocation	- \$5,000.00 per eligible residential entitlement recipient
Business Relocation	- \$5,000.00 per eligible entitlement recipient
Administrative Fee	- \$125.00 per tract

Thank you for your consideration in this matter. Andy Miller is on board to do the Acquisition and the Relocations.

Sincerely,



Jarrell Stanfield
Stanfield Consultants, Inc.



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

Meeting: 02/09/16 07:00 PM

Department: Finance

Category: Budget

Prepared By: Dick Phebus

Department Head: Dick Phebus

AGENDA ITEM

Resolution 06-16, a resolution to accept a grant from Petsmart Charities, Inc. And To Amend The Fiscal Year 2016 Grants Budget to appropriate the funds and authorize the funding for the City of Bartlett Animal Shelter.

WHEREAS, the City of Bartlett Animal Shelter has received notice of a Grant from the PetSmart Charities, Inc. to purchase housing equipment for approximately 120 pets seized in January 2016 (the PROJECT), and

WHEREAS, PetSmart Charities, Inc. has provided 100 percent of the PROJECT costs of \$16,755.31, and

WHEREAS, it is necessary to accept the PetSmart Charities, Inc. grant revenues, amend the Fiscal Year 2016 Grants Fund revenue to appropriate the \$16,755.31 and authorize the expenditures for the PROJECT.

NOW THEREFORE BE IT RESOLVED By the Board of Mayor and Aldermen, that the PetSmart Charities, Inc. grant is accepted in the amount of \$16,755.31, and that the fiscal year 2016 Grants Fund budget is amended to appropriate the grant funds and the expenditures for the PROJECT.

Adopted this day of February 9, 2016

W.C. Pleasant, Register to the

A. Keith McDonald, Mayor

Board of Mayor and Aldermen

Attest: _____

Stefanie McGee, City Clerk

**MASTER SUPPORT AGREEMENT – EXHIBIT A
INITIAL STATEMENT OF TERMS**

General Terms					
Indicate Type of Program(s)		Grant X Sponsorship Adoption X Rescue Waggin'			
Term		Start Date: Upon full execution of this Statement of Terms End Date: Upon termination by either party or otherwise stipulated here in.			
Parties and Contact Information					
Organization	City of Bartlett		Charities	PetSmart Charities, Inc.	
Address	5220 Shelter Run Lane Bartlett, TN 38135		Address	19601 North 27 th Avenue Phoenix, AZ 85027	
Principal Contact	Angela Klein		Principal Contact	Aaron Asmus	
Tel.	901-385-6484	Fax		Tel.	623-388-8109
				Fax	
Grants					
Amount of Grant Funds – Cash		\$16,755.31			
Amount of Grant Funds - In-Kind (Fair Market Value)		\$ (FMV)			
Total Amount of Grant Funds (cash and/or In-kind)		\$16,755.31			
Description of in-kind goods or services provided (including equipment, services, etc.) to Organization (if any)					
Distribution Schedule of Grant Funds		Single installment of \$16,755.31 within 30 days of execution of this Statement of Terms.			
Grant Purpose		Grant funds in the amount of \$16,755.31 will to be used for purchase of supplies to house and care for approximately 120 affected pets as part of the Janie Savage seizure, including: cat litter, bowls, food, wire crates, and cat litter boxes and additional supplies as needed for care of the cats as described in the approved budget.			
Grant Period		Start: Upon execution of this agreement. End: 6 months after execution of this agreement.			
Sponsorships					
Amount of Cash Grant Funds		\$			
Amount of In-Kind Grant Funds (Fair Market Value)		\$ (FMV)			
Total Amount of Grant Funds (cash and/or In-kind)		\$			
Distribution Schedule of Sponsored Amount					
Name and Date of Event or Conference					
Benefits Provided by Organization (If any)					
Adoption					
Location (address and/or PetSmart store number)		PetSmart Store 1303 and additional locations as mutually agreed upon.			
Is the Adoption Center an "Everyday Adoption Center"?		Yes No X			

Start Date	Upon execution of this agreement.	
Rescue Waggin'		
Is Organization a "Source Shelter"?	Yes	No
Is Organization a "Destination Shelter"?	Yes	No

Licenses		
Charities' License of Organization's Marks as Identified Below	Yes	No
Organization's License of Charities' Marks as Identified Below	Yes	No
License Purpose and Duration (if different from the Term)		
Identification of Marks		
Organization's Marks		
(a)		
(b)		
Charities' Marks		
(a) PetSmart Charities™		
(b)		
		
Other Requirements		
Reporting Requirements		
Additional Requirements (if any)		



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

AGENDA ITEM

Meeting: 02/09/16 07:00 PM

Department: Finance

Category: Budget

Prepared By: Dick Phebus

Department Head: Dick Phebus

Resolution 07-16, a resolution to amend the Fiscal Year 2016 Capital Improvement Fund Budget to provide for additional funding for Memphis Arlington/Altruria signal.

WHEREAS, the original budget for the Memphis Arlington/Altruria signal project needs to be amended to include additional costs for its completion; and

WHEREAS, the Engineering Department has secured additional 100 percent grant funding from the Tennessee Department of Transportation for completion of this project; and

WHEREAS, the Capital Improvement Fund and the Grants Fund budgets must be amended to include this revenue and appropriate funds for the city's estimated cost for completion of this project;

NOW THEREFORE BE IT RESOLVED, By the Board of Mayor and Aldermen that the FY2015-2016 Capital Improvement Fund Budget and Grants Fund budget are amended to appropriate an additional \$70,000 for the completion of the Memphis Arlington/Altruria Signal Project. The required amendment is presented as follows:

Increase revenues	311.48311.36705.448	\$70,000
Increase expenditures	311.48311.780.448	\$70,000
Increase revenues	131.30000.33683.0855	\$70,000
Increase expenditures	131.43100.999.0855	\$70,000

Adopted this day of February 9, 2016

W.C. Pleasant, Register to the

A. Keith McDonald, Mayor

Board of Mayor and Aldermen

Attest: _____
Stefanie McGee, City Clerk

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

SCHEDULED**AGENDA ITEM**

Meeting: 02/09/16 07:00 PM

Department: Board of Mayor and Aldermen

Category: Appointment

Prepared By: Stefanie McGee

Department Head: A. Keith McDonald

Appoint Division I Judge.

Joe R. Bartlett
Attorney at Law
8930 Valley Creek Dr.
Arlington, TN 38002
(901) 372-4361 (Office)
(901) 371-9514 (Home)

Mayor Keith McDonald

RE: Judicial Appointment

Dear Mayor McDonald,

In response to your listing, please consider this letter and the accompanying resume as an application for the Judicial appointment to replace Judge Marr. I currently serve as Attorney IV for the Tennessee Department of Safety (DOS), reporting directly to the General Counsel for the Department, and supervising three divisional offices comprised of seven attorneys and twelve support staff. My division of the DOS provides litigation support to law enforcement agencies across the state of Tennessee in their asset forfeiture efforts, representing approximately \$30 million per year in forfeited assets, and over 10,000 active case files per year.

In my position with the DOS, I often sit as Judge in administrative matters involving the Department and am a Certified Rule 31 Supreme Court Mediator. In this aspect of my career, my goal is to make decisions which accurately and fairly apply the law to the facts of any given case. I strive for judicial temperament, which to me means treating the litigants and their counsel with dignity, respect, and courtesy, while being objective, firm, and even-handed in my decisions.

In addition to supervising the three DOS divisional offices, I also serve as Chief Litigator. I provide training to over 600 law enforcement agencies across the state, and assist the Tennessee Highway Patrol as well as county and municipal law enforcement agencies in developing policies and procedures to enhance their asset forfeiture efforts and achieve compliance with state and federal law.

In my capacity as Chief Litigator, I applied principles of administrative law under the UAPA (Uniform Administrative Procedures Act) and am a litigation specialist in the areas of both criminal and civil law. In addition to supervising the work of the three statewide offices of the DOS, I also maintain my own active caseload of approximately 3,000 cases per year. These bench trials each run approximately 2-3 hours in length and occasionally require the submission of legal briefs. All cases are of course subject to potential settlement and settlement negotiation and mediation is applied to all our cases. Of the 3,000 cases handled in my region in

Attachment: Bartlett (1705 : Appoint Division 1 Judge)

any given year, approximately 2,000 will be administratively forfeited, 500 will settle before or after trial, and 500 will go to a full hearing. Approximately 100 of these litigated cases are appealed and require further briefing, motions, etc.

Throughout my 29 year tenure with the Department of Safety, I have drafted, reviewed, and provided comments to legislation governing Tennessee's forfeiture laws, have authored major revisions to the administrative regulations governing Tennessee forfeitures, and assisted law enforcement agencies across the state in conforming their programs to these changes. Finally, in this position I also work closely with multiple federal agencies, including the IRS, DEA, DOJ, ATF, and provide technical support and litigation assistance as requested.

I would welcome the opportunity to discuss my qualifications for this position at greater length. Thank you for your consideration.

Sincerely,
Joe Bartlett

Attachment: Bartlett (1705 : Appoint Division 1 Judge)

JOE R. BARTLETT

8930 Valley Creek Dr.
Arlington, Tennessee 38002
Home Phone: (901) 371-9514
Work Phone: (901) 372-0622

Education**University of Tennessee College of Law; Knoxville, Tennessee**

Graduated - December 1983 (Top 33% of Class)

Licensed to practice law - October 1984

Activities: Student Bar Association; Phi Delta Phi Fraternity; Faculty Research Assistant (Contracts and Remedies); Faculty Research Assistant (Tax); Student Advisor; Faculty/Student Re-Admissions Committee; Chairperson - First Annual Entertainment Law Symposium (1983-1984)

East Tennessee State University; Johnson City, Tennessee

Post Graduate Work in Management - 1979-1980

University of Tennessee; Knoxville, Tennessee

Graduated - 1980, MS - Vocational Counseling

Activities: Phi Lambda Theta National Professional Society in Education

Carson Newman College; Jefferson City, Tennessee

Graduated - 1977, BA - Psychology

Activities: Chairperson, Beta Beta Beta National Biological Honor Society; Vice-President and Treasurer, Psi Chi National Psychological Honor Society; Blue Key National Honor Society; American Chemical Society; Alpha Phi Omega National Service Organization; Teaching Assistant - Psychology Department

Employment History

1999-Present

Attorney IV

Tennessee Department of Safety

1150 Foster Avenue, Nashville, Tennessee 37210

Administrative law practice; Chief Counsel for Legal Division; Supervisor of six staff attorneys; Manage three regional State offices; Prosecution in State drug cases, civil service hearings, and EEOC hearings; Administrative Law Judge in TCA §55-5-101-108 (altered VIN and auto theft) hearings before the Department of Safety. Extensive litigation and managerial experience.

1986-1999

Attorney III

Tennessee Department of Safety

1150 Foster Avenue, Nashville, Tennessee 37210

Administrative law practice; Chief Counsel for East Tennessee Asset Forfeiture Division; Prosecution in State drug cases, civil service hearings, and EEOC hearings; Administrative Law Judge in TCA §55-5-101-108 (altered VIN and auto theft) hearings before the Department of Safety. Extensive litigation experience.

Attachment: Bartlett (1705 : Appoint Division 1 Judge)

- 1984-1986 Staff Attorney
 Southeast Tennessee Legal Services
 340 McCallie Avenue, Suite 400, Chattanooga, Tennessee 37402
 General practice, with emphasis in the areas of domestic and unemployment law.
 Extensive litigation experience.
- 1983-1984 Law Clerk
 Stone & Hinds, P.C.
 507 Gay Street SW, Suite 700, Knoxville, Tennessee 37902
 General research in the areas of bankruptcy, property, banking, and taxation.
- 1981-1980 Regional Training Director
 East Tennessee Substance Abuse Council, Inc.
 Knoxville, Tennessee
 Budget planning and implementation of regional workshops for sixteen (16) upper
 East Tennessee counties.

Member of American, Tennessee, and Knox County Bar Associations

Licensed to practice in Federal Court and all Tennessee Courts

Member and Officer of Tennessee Narcotics Officers Association

Member National Association Of Hearing Officers

Rule 31 Tennessee Supreme Court Mediator

References Available Upon Request

Attachment: Bartlett (1705 : Appoint Division 1 Judge)

Direct Telephone (901) 872-4599

JOSEPH D. BARTON

Telecopier (901) 872-1799

Attorney at Law
6565 Highway 51 North
Millington, Tennessee 38053

Email address: dmilegal@rittermail.com
Also admitted to the Georgia Bar

YOU ARE HEREBY NOTIFIED THAT THIS COMMUNICATION IS FROM AN ATTORNEY WHO ENGAGES IN COLLECTION OF DEBTS. THIS IS AN ATTEMPT TO COLLECT A DEBT AND ANY INFORMATION OBTAINED WILL BE USED FOR THAT PURPOSE.

January 12, 2016

U. S. MAIL

A. Keith McDonald
Mayor
City of Bartlett
6400 Stage Rd.
Bartlett, TN 38134

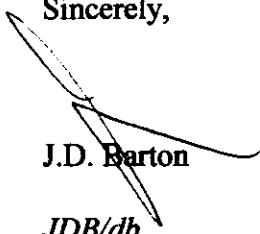
Re: Resume

Dear Mayor McDonald:

Enclosed please find my Resume for submission in furtherance of my application to be the new Judge in Bartlett. It has not changed since 1988 with the exception of the home address and the 25 years I have served as a volunteer with the Friends of the Library and with the Animal Shelter which is now in Bartlett.

In addition to the entries on the Resume, please note that I have appeared in Criminal Court in Fayette, Tipton and Shelby Counties for the preceding 27 years. If you wish to discuss any of the qualifications with myself, please do not hesitate to call. I trust you know how positively I feel about the Bartlett Community.

Sincerely,


J.D. Barton

JDB/db

Attachment: Barton (1705 : Appoint Division 1 Judge)

JOSEPH D. BARTON

3825 Melanie June
Bartlett, Tennessee 38135
(901) 848-1226

EDUCATION

Legal

Cecil C. Humphreys School of Law
Memphis State University
1. D., received May 1988
AmJur Award for Jurisprudence
Moot Court Competitions 1L, 2L, 3L
Law Alumni Scholarship Recipient
Class Standing: top 1/3
Licensed in Tennessee and Georgia

Undergraduate

University of Connecticut
B. A. Political Science
Dean's List
University Fencing Squad
Board of Governors
Student Alumni Advisory Board
Connecticut State Scholarship Recipient
Noyes Foundation Scholarship Recipient

EMPLOYMENT

Law

Dick Moore, Inc.
Vice President, Legal Affairs, August 88 - Present
Solo Practitioner
Civil and Criminal Practice, August 88 - Present
James Sanderson & Associates
Law Clerk, January 88 - August 88
Layne Holley, Tim Edwards, Attorneys
Law Firm of Glassman & Jeter
Law Clerk, August 86 - January 88
National Study of Bankruptcy
Special Research Assistant, February 88 - June 88
Federal Express Aviation Services, Inc.
Airplane Lease Consultant, Fall 1987
Guardsmark, Mark Lipman Div.
Background Investigator, Fall 1987
Professor L. Pivnick
Cecil C. Humphreys School of Law
Graduate Research Assistant, Fall 86

Other

Memphis Humane Society
Volunteer

Bartlett Animal Shelter Board
Member

Bartlett Friends of the Library
Volunteer

SPECIAL SKILLS

Licensed Private Investigator
Westlaw, Typing, Three years of Russian and Spanish study.

REFERENCES

Available upon request.

Joyce Broffitt
6160 Point West Cove
Bartlett, TN 38134
Jan. 11, 2016

The Honorable Keith McDonald
Mayor, City of Bartlett
Bartlett, TN

Dear Mayor McDonald:

Please accept my resume as notice that I am interested in the appointment to the bench left vacant by the death of the Honorable Freeman Marr.

I am sixty (60) years of age, have kept my license to practice law valid (012386), and have resided in the City of Bartlett for twenty-four (24) years. I believe this position would be a perfect fit for me, as I retired from a Shelby County bench, and have only sat as special judge on occasion (even for my successor). I further realize that attempting to fill the shoes of such a great judge and man will be a task in itself, but I would like the opportunity to try.

Thank you for your consideration.

Respectfully,



Joyce Broffitt

Attachment: Broffitt (1705 : Appoint Division 1 Judge)

Joyce Cassandra Broffitt
 6160 Point West Cove
 Bartlett, TN 38134
 901-377-9086 (Home)
 901-496-8465 (Cell)

Educational Background:

University of Memphis	1982-1986	Juris Doctorate
Cecil C. Humphrey's School of Law Evening Division Memphis, TN		
Rhodes College (formerly Southwestern at Memphis)	1973-1977	B.A.
Memphis, TN		
Admitted to Tennessee Bar	April 1987	

Career Experience:

General Sessions Criminal Court Judge, Division IX 201 Poplar Ave., LL-56 Memphis, TN 38103	Dec. 1996-Aug. 2014
TN Court of the Judiciary Judge	1999-2007
Frayser Community Court Judge	2000-2004
Shelby County District Attorney Assistant District Attorney	1989-1996
Shelby County Pre-Trial Services Counselor	1983-1988

Community Involvement

Board of Trustees, Rhodes College	1997-2003
Board of Directors, Youth Villages	2001-2010
Episcopalian	

Attachment: Broffitt (1705 : Appoint Division 1 Judge)

PO Box 341166
Memphis, TN 38184
901-318-3847

January 12, 2016

Mayor and Board of Alderman
City of Bartlett, Tennessee
6400 Stage Road
Bartlett, TN 38134

I would like to be considered for the position of Division I Municipal Court Judge. I am a solo practitioner in my fifth year of practice primarily in the area of criminal defense. From participating in Bartlett Junior Pro sports to opening my law practice, I would like the opportunity to give something back to the community that has always been my home.

As a Project Coordinator with the University of Memphis, I assisted in training law enforcement officers in the Memphis Model of the Crisis Intervention Training program. Working closely with officers, I gained valuable insight into the unique challenges faced by law enforcement. As a criminal defense attorney, I have traveled over 50,000 miles in the last few years representing clients on a variety of criminal matters, both felony and misdemeanor. Dealing with 70 different jurisdictions, I have learned the importance of adapting to different procedures and personalities in order to successfully represent my clients. While I have consistently worked to get the best outcome in court for my clients, I have also emphasized the benefits of treatment that would ideally prevent them from committing crimes in the future. I believe that a combination of practical experience in the criminal justice system and knowledge of the theoretical aspects of crime are the foremost reasons that I will be an excellent candidate for this position.

Thank you for your consideration for the position of interim Judge of Division I of the Municipal Court of Bartlett.

Sincerely,



James Robert Ferguson

Attachment: Ferguson (1705 : Appoint Division 1 Judge)

James Robert Ferguson

P.O. Box 341166 • Memphis, TN 38184

901-318-3847 • james@jrferguson.com

Relevant Work Experience:

James Robert Ferguson, Attorney at Law
Memphis, Tennessee

Owner, 2011 to present

Represent a diverse group of clients in misdemeanor and felony criminal matters. Meet with clients to prepare case files, draft motions, negotiate pleas and defend clients at trial. Also provide transactional services to a diverse group of business and individual clientele.

Carmody, Stewart and Mixon Law Offices
Flowood, Mississippi

Of Counsel Attorney, 2011 to present

Represent a diverse group of clients in misdemeanor and felony criminal matters. Meet with clients to prepare case files, draft motions, negotiate pleas and defend clients at trial.

Carmody, Stewart and Mixon Law Offices
Flowood, Mississippi

Law Clerk, 2009 to 2011

Conducted legal research, contacted courts, drafted motions and briefs and prepared case files for lead attorney in contemplation of trial. Also provided trial assistance for lead attorney.

The University of Memphis
Memphis, Tennessee

Project Coordinator I, 01/2004 to 08/2004

Assisted with training of law enforcement officers from various jurisdictions in the Memphis Model of Crisis Intervention Training to provide them with the tools necessary to successfully interact with citizens in mental crisis. Coordinated with a software company in the Research Triangle of North Carolina to develop a software program to further assist in the training of law enforcement officers.

Education:

Mississippi College School of Law, Jackson, Mississippi
J.D., Cum Laude, 2011

The University of Memphis, Memphis, Tennessee
M.A. in Criminal Justice and Criminology, 2002

East Tennessee State University, Johnson City, Tennessee
B.S. in Criminal Justice, 2000

Professional Licenses and Associations:

License to practice law in the State of Mississippi: 2011 – present
License to practice law in the State of Tennessee: 2011 – present
Member of the Tennessee Bar Association and Mississippi Bar Association

Publications

James Robert Ferguson, et al., *The Important Roles of Witnesses in DUI Defense*, in *INSIDE THE MINDS: WITNESS PREPARATION AND EXAMINATION FOR DUI PROCEEDINGS* (2015 ed. Aspatore 2015).

Attachment: Ferguson (1705 : Appoint Division 1 Judge)

BRANNON LAW FIRM

ATTORNEYS AT LAW

REPLY TO:

Downtown Office
295 Washington, Suite 3
Memphis, Tennessee 38103-1911
(901) 521-1710
Fax: (901) 521-1724

ATTORNEYS:

ROBERT M. BRANNON, JR.
TIMOTHY J. FRANCAVILLA

January 8, 2016

Mayor A. Keith McDonald & Aldermen
Board of Mayor & Aldermen
Bartlett City Hall
6400 Stage Road
Bartlett, TN 38134

RE: Application/Resume
Bartlett Municipal Judge, Div. 1

Dear Honorable Mayor and Aldermen:

Please allow this letter to serve as my formal request for consideration for the Bartlett Municipal Judge position, Division 1. I have enclosed my resume which sets forth my qualifications for said position and would be available for an interview at your convenience.

If you have any questions or should I need to take any further steps to complete the application process, please feel free to contact me. Thank you for your time and attention in this matter.

Sincerely,



Timothy J. Francavilla

Attachment: Francavilla (1705 : Appoint Division 1 Judge)

TIMOTHY J. FRANCAVILLA
4041 LAUREL BLUFF CT S.
BARTLETT, TN 38135
(901) 652-7281
Email: timfrancavilla@yahoo.com

EDUCATION:

- **Colgate University**, Bachelor of Science Degree (*Cum Laude*) in Psychology 1994
 - ▶ Studied abroad in Venice, Italy 1992
- **University of Memphis, Cecil C. Humphreys School of Law**, Juris Doctor 1997
 - ▶ Cali Excellence for the Future Award in recognition of highest overall grade in law school business class 1997
- Certified in DWI Detection and Standardized Field Sobriety Testing as recognized by the National Highway Traffic Safety Administration 2013

EXPERIENCE:

- Brannon Law Firm, Memphis, TN - Associate Attorney (1997 - present)
 (Also Law Clerk 1995 - 1997)
 - ▶ Main focus of practice for past 18 years is criminal law with heavy emphasis on litigation (arraignments, bond hearings, preliminary hearings, motions, trials, pleas and seizure issues); Also maintain a significant practice in civil, juvenile and administrative litigation
 - ▶ Practice in United States District Court Western District of Tennessee; All Criminal and Civil Courts of Shelby County, Tennessee; All Tipton County, Lauderdale County, Dyer County, Fayette County, Hardeman County and Madison County, TN Courts; and the Municipal Courts of Bartlett, Collierville and Millington, TN
 - ▶ Successfully briefed and/or argued various legal issues before the Tennessee Criminal Court of Appeals multiple times
 - ▶ Successfully briefed legal issue to the Tennessee Supreme Court
- Special Judge in Bartlett City Court for Judge Freeman Marr
- Special Judge in Shelby County General Sessions Criminal Court for Judge Timothy J. Dwyer (Division 8 Drug Court); Judge Gerald Skahan (Division 9); Judge Chris Turner (Division 10 Domestic Violence Court) and Judge Karen L. Massey (Division 11)

Attachment: Francavilla (1705 : Appoint Division 1 Judge)

AWARDS/HONORS:

- Admitted to Tennessee Bar 1997
- Martindale-Hubbell 5 year distinguished award for Very High Peer Review Rating In Legal Ability and Ethical Standards
- Martindale-Hubbell recognition for **Top Rated Lawyer** in Litigation for Ethical Standards and Legal Ability
- The National Trial Lawyers recognition as **Top 100 Trial Lawyers**
- American Institute of Criminal Law Attorneys award for being "**10 Best**" Attorney in TN for Client Satisfaction in area of Criminal Law
- The Global Directory of Who's Who honor as **Top Lawyer** in recognition of hard work, dedication and contribution to the legal profession
- Selected to lecture at numerous seminars in the area of criminal law and criminal procedure for the Tennessee Bar Association, Memphis Bar Association, Tennessee Association of Criminal Defense Lawyers, National Bar Association - Ben F. Jones Chapter and the Shelby County Public Defender's Office
- Guest lecturer for the Criminal Law and Procedures Section at ITT Technical Institute
- Assist the Tennessee Bureau of Investigation (TBI) in training their toxicologists to testify in criminal court proceedings

REFERENCES:

Robert M. Brannon, Jr.
 Attorney at Law
 295 Washington Ave., Suite 3
 Memphis, TN 38103
 (901) 521-1710

Hon. Timothy J. Dwyer
 General Sessions Criminal Court Judge
 Division 8 (Drug Court)
 201 Poplar Ave, LL 56
 Memphis, TN 38103
 (901) 222-3710

Dean DeCandia
 Asst. District Attorney
 201 Poplar Ave., Suite 301
 Memphis, TN 38103
 (901) 222-1300

Timothy A. Beacham
 General Sessions Criminal Prosecutor
 201 Poplar Ave., Suite LL26
 Memphis, TN 38103
 (901) 222-1390

Additional References Upon Request

Attachment: Francavilla (1705 : Appoint Division 1 Judge)

MILLER LAW FIRM

3569 Summer Avenue, Memphis, Tennessee 38122
 Telephone: 901-327-3434 Fax: 901-327-3440
millerlawmemphis.com

Warren Miller
 (1932 – 2011)
Michael W. Miller*
mlfmichael@bellsouth.net
Henry W. Miller
mlfhenry@bellsouth.net
George B. Troutman
mlfgeorge@bellsouth.net

*also admitted in Mississippi

January 13, 2016

Honorable A. Keith McDonald
 Mayor City of Bartlett
 6400 Stage Road
 Bartlett, Tennessee 38134

Dear Mayor McDonald:

I am writing you requesting that I be considered for the position of Bartlett City Court Judge that became vacant after the passing of Judge Freeman Marr.

I meet the qualifications having been a Bartlett resident since 1992 and a licensed and practicing attorney in Tennessee since 1994. I believe I would do an excellent job as I love the law and the City of Bartlett. I want to ensure that Bartlett maintains it's safe hometown atmosphere and have proven this by serving on the Bartlett Zoning Appeals Board and Chairman of the Bartlett Code Appeals Board. As for my personal life, I have been married for thirty-two years, have two adult children, and two grandchildren.

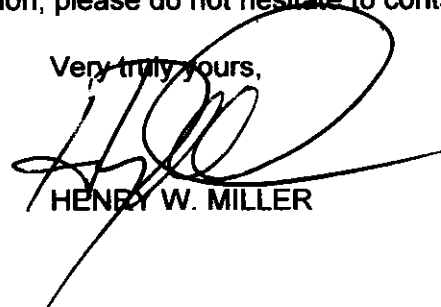
I have engaged in both civil and criminal trial practice, representing clients in both State and Federal Courts. I have prepared and prosecuted to conclusion, by trial, arbitration, mediation, and settlement numerous cases for clients. I represent Debtors and Creditors in both Chapter 7 and Chapter 13 Bankruptcy cases filed in this district. I am experienced in the areas of criminal, personal injury, workers' compensation, probate, and family law. Our firm also provides *Pro Bono* services for many individuals in this community.

I have also served as Special Judge in the criminal and civil divisions of the Shelby County General Sessions Court as well as Memphis City Court.

For your consideration, I have attached a copy of my resume.

If you should need any other additional information, please do not hesitate to contact me.

Very truly yours,



HENRY W. MILLER

HWM/kd
 Enc.

Attachment: Miller (1705 : Appoint Division 1 Judge)

HENRY W. MILLER

4482 Timmeron Cove, Bartlett, Tennessee 38135, Phone: 901-373-7651
 Cell: 901-351-1584, Email: mlfhenry@bellsouth.net

Current Employment Position:

- Miller Law Firm, Partner *1994-Current*

Areas of Practice:

- Criminal Defense
- Consumer Bankruptcy
- Personal Injury
- Workers' Compensation
- Probate
- Family Law

Bar Admissions:

- Tennessee *1994*
- U.S. District Court, Western District of Tennessee *1995*

Education:

- Cecil C. Humphreys School of Law, Memphis, Tennessee *1994*
J.D. With Honors
 Recipient of Amjur Award in Business Organizations
 Recipient of H. H. McKnight Scholarship *1993-1994*
- University of Memphis, Memphis, Tennessee, BA *1988*
 Major: Psychology
 Honors: *Cum Laude*, Dean's List

Honors, Awards and Distinctions:

- Firm recognition for its *Pro Bono* contribution by Memphis Bar Association, Access to Justice Committee, and Memphis Area Legal Services *October 25, 2011*

Professional Associations and Memberships:

- Tennessee Bar Association
- Memphis Bar Association

Community Service:

- Bartlett Zoning Appeals Board, Board Member *2010-Current*
- Bartlett Code Appeals Board, Chairman *2009-Current*

Past work history:

- President and owner of Summer Avenue Automotive Services, Inc. *1983-1993*
 Managed and oversaw day to day operations of retail business, including decisions concerning finances and personnel
- President and owner of Alliance Funding, Inc. *1987-1990*
 Managed operation of business that focused on procuring equipment leases for business clients
- Mac Tool Distributorship, Owner *1976-1981*
 Ranked second overall nationally *1978*

Lorenzo Derek Renfroe
4942 Valley Birch Drive
Arlington, Tennessee 38002
Phone 901-461-7235 / Facsimile 901-432-6118
Email: Derek@ldr-law.com

Friday, January 15, 2016

Board of Mayor and Alderman
Attn: Honorable Keith McDonald, Mayor
Bartlett City Hall
6400 Stage Road
Bartlett, TN 38134

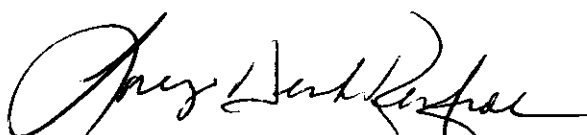
Re: Application for Judicial Vacancy

Sent via Hand Delivery

Honorable Board of Mayor and Alderman:

As a resident of the great City of Bartlett I offer this my resume and list of involvements and admissions as my application the current Judicial vacancy. I offer myself to serve the citizens and City with conviction, respect for the law and concern for our great city. Please know that I possess the proper temperament, knowledge and have more than 25 years of experience as an trial attorney. Please also know that I have on many occasions served as a Substitute Judge in our General Sessions Courts of Shelby County. I look forward to meeting with the Board of Mayor and Alderman and should anyone have any questions, please call.

Sincerely,



Lorenzo Derek Renfroe, Attorney

Enclosures

Attachment: Renfroe (1705 : Appoint Division 1 Judge)

LORENZO DEREK RENFROE, ATTY.

4942 Valley Birch · Arlington, Tennessee 38002

Office Phone 901.255.2555/Facsimile 901.432.6118/Home Phone 901.267.4956/ Cellular phone 901.461.7235

Email address: Derek@ldr-law.com

Family

Father of four- Three (3) sons, Bruce Derek Renfroe age 20, Lorenzo Dylan Renfroe age 15 and Caleb Daugherty Renfroe age 12 and One Daughter – Maci Grace Renfroe age 7.

Employment

SEPTEMBER 1995 TO OCTOBER 2006 AND JUNE 2012 TO PRESENT

LAW OFFICE OF LORENZO DEREK RENFROE

MEMPHIS, TENNESSEE

- Major areas of practice have included-Criminal Law, Collections, Transit Law, Personal Injury Law , Insurance Defense and Real Estate. Also served as Interim General Counsel and Outside legal Counsel for Memphis Transit Authority, Counsel has negotiated and reviewed multi-million dollar contracts. As an outside counsel for MLGW, counsel negotiated and drafted telecommunication lease agreements for MLGW with Nextel, Alltel, Powertel and other companies from 1995-1997.

FEBRUARY 15, 2008 TO JUNE 2012

Legal Counsel-Western Mental Health Institute

Bolivar , Tennessee

-Provide advice and counsel to various units of hospital and to Chief Executive Officer of hospital.

JUNE 2003 TO OCTOBER 1, 2006

Kirkland, Rothman-Branning Law Firm

Memphis, Tennessee

-Engaged in a Real Estate and Transactional Practice

SEPTEMBER 1993 TO 1995

Memphis Light, Gas & Water Division

Memphis, Tennessee

-In house counsel for Utility. Reported directly to General Counsel and various departments. Handled severe injury cases, worker's compensation, contract review, and other tort matters. Litigated Condemnation matters and other complex issues. Created bankruptcy and collection division which defined a viable source of revenue for local utility.

EX: 1991 - 93

Thomason, Hendrix Law Firm

Memphis, Tennessee

-Worked as associate attorney with civil defense firm. During my tenure had the most jury trials of any associate. Experience trial Attorney in both in Federal and State Courts. Also Assisted in medical malpractice cases and worked in real estate division of firm.

EX: 1990 -1991

Law Clerk to The Honorable Chief Judge Odell Horton, Sr. (deceased) United States District Courts, Western Division

-Assisted Federal District Judge with handling of cases, including but not limited to the provision of research and the writing of opinions, assisted court with status conferences and the pretrial conferences.

Attachment: Renfroe (1705 : Appoint Division 1 Judge)

Electrical Engineering related employment

EX: 1984-87

McDonnell Douglas Astronautics Company

St. Louis Missouri

Worked as an Electronics Engineer as a Test and Evaluation Engineer on the Tomahawk Cruise Missile. Updated and designed test equipment. Worked with the United States Navy on ships and submarines to implement testing and evaluation of Cruise Missile launch issues.

EX: 1983-84

U.S. Army Corps of Engineers

St. Louis Missouri

-Designed lighting and power applications for Lock and Dam 26 Replacement in Alton, Illinois. Also designed applications on other Civil Works projects within the District.

Education

DEGREE EARNED OR MAJOR: JURIS DOCTOR-90 '

YEARS ATTENDED (1987 - 90)

Southern Illinois University School of Law

Carbondale, Illinois

Graduated as member of Lincoln Inn Leadership Society; Finalist 1st Year legal writing award, American Bar Association, Phi Delta Phi, 3rd Year Class President, Research Assistant, lead student (2 years) Law School Legal Clinic.

DEGREE EARNED OR MAJOR: B.S. ELEC. ENGINEERING-83'

YEARS ATTENDED (1981 -83)

Washington University

St. Louis, Missouri

Graduated with B.S.E.E. from special program called the 3-2 program. Member of Washington University Basketball team.

DEGREE EARNED OR MAJOR: BA-MATHEMATICS-83'

YEARS ATTENDED (1978 -81)

Lake Forest College

Lake Forest, Illinois

Completed course work for my BA degree in Mathematics in three years. Accepted to special program called the 3-2 program wherein participants can receive Bachelor of Science Degree in Engineering in additional two years from Washington University in Saint Louis, Missouri. Member of Lake Forest College Basketball team. Second ranked student (in my class) in Mathematics department.

References and List of Involvement (See attachment)

Attachment: Renfroe (1705 : Appoint Division 1 Judge)

List of Involvement and Admissions

- Admitted to practice law in Illinois 1990 and in Tennessee in 1991
- Admitted to practice law in Tennessee in 1991
- Member US Bankruptcy Court for Western District of TN Court Liaison Committee
- Member, Memphis Bar Association and National Bar Association
- Former Region 6 Representative to the National Bar Association
- Former Member American Bar Association Law School Accreditation Team
- Former Member, Leo Bearman Chapter of the American Inns of Court
- Former Chairman, Real Estate and Environmental Law Section, Memphis Bar Association 2005-2006
- Former President, Ben F. Jones Chapter, National Bar Association
- Fellow, Tennessee Bar Association Young Lawyers Division
- Former Governor Tennessee Bar Association Young Lawyer's Division
- Former member of Tennessee Commission of Continuing Education and Specialization.
- 1995-2001 served as Hearing Panel member Tennessee Board of Professional Responsibility
- Service Pastor The Life Church of Memphis-Cordova Campus
- Leadership Memphis Class of 1993
- Former Chairman South Central District, Boy Scouts of America
- Former Board Member, Bethany House
- Past Board Chair of the Memphis Leadership Foundation
- Former Chairman of Memphis Alcohol Commission
- Founding Member and Former Chairman of Alpha Memphis Education Foundation, Inc.
- 2003 Alpha Phi Alpha Legacy Award winner-Legal Services
- Life Member, Alpha Phi Alpha Fraternity, Inc.
- 2003 Alpha Phi Alpha Alumni Brother of the Year-City of Memphis and State of Tennessee
- Prince Hall Mason

References

Khiok C. Lim, CPA
 Odell Horton, Jr. Esq.
 Marty Reagan, Esq.

Phillip R. Walker, PLLC
Attorney at Law
2820 Summer Oaks Drive
Bartlett, Tennessee 38134-3811
 Telephone (901) 387-3000
 Facsimile (901) 372-8264
 phillip_walker@bellsouth.net

January 12, 2016

Hon. Keith A. McDonald, Mayor
 City of Bartlett
 6400 Stage Road
 Bartlett, Tennessee 38134

Re: Vacancy of Division I, Bartlett Municipal Court

Dear Mayor McDonald:

Please allow this letter to serve as formal notice of my application for appointment to the position of Bartlett City Judge, Division I. I meet the qualifications and requirements of the Charter of the City of Bartlett and the Code of Ordinances for this position. I have been a Shelby County resident for forty-six years and a Bartlett resident for twenty-two years. In July 2005, I moved my law office to Bartlett.

My experience as a practicing attorney since 1986 has prepared me to meet the challenges of being a judge. I have extensive experience in civil litigation, family law, bankruptcy, traffic, probate, and additional experience in criminal law and procedure. My undergraduate major was criminal justice. I have extensive experience in trial of jury and nonjury cases in the local, state, and federal bankruptcy courts throughout West Tennessee.

Earlier in my career, I served as a special judge by appointment for the City of Memphis and in the Shelby County General Sessions Court. Since 2010, I have served numerous times as a special judge for the late Judge Marr and on occasion for Judge Brown. I have experience practicing before the Bartlett Municipal Court in most areas of its jurisdiction, including criminal matters, traffic violations, and code enforcement actions.

Attorneys are encouraged to promote the administration of justice. I have researched and written continuing legal education material and served as a lecturer in the areas of evidence, procedure, and other aspects of trial practice. In 2014, I became certified by the Tennessee Supreme Court as a mentor for new attorneys entering the practice of law. In order to become certified as an attorney mentor, I had to attend specialized training and have the requisite experience and ethical qualifications for this responsibility.

I have also been involved in our community. I served on the steering committee for Better Bartlett Schools, as a volunteer to publicly promote approval of the Bartlett City Schools, and as moderator of one of the larger town hall forums. I am an alumnus of Leadership Bartlett, class of 2011. I served on the executive committee for the Leadership Bartlett Alumni Association and volunteered as a session leader for the criminal justice session. I also serve as a volunteer for the Friends of the Bartlett Library.

I believe I have the knowledge, experience and temperament to serve our city as a Judge. As with the last time there was a vacancy on the court, I have been encouraged to seek this position by many of my colleagues at the bar and by judges I have appeared before.

I have enclosed a copy of my current resume for your review. Please call me to discuss any questions regarding my qualifications or interest in this position.

Sincerely,



Phillip R. Walker
PRW/blh

Enclosure

cc: Hon. W.C. Pleasant
Hon. Emily Elliot
Hon. David Parsons
Hon. Bobby Simmons
Hon. Jack Young
Hon. Paula Sedgwick

Attachment: Walker (1705 : Appoint Division 1 Judge)

Phillip R. Walker
Phillip R. Walker, PLLC
2820 Summer Oaks Drive
Bartlett, Tennessee 38134
(901)387-3000

Application for Position: City of Bartlett, Municipal Judge

Biographical Information: Born, December 2, 1958, Midland, Texas. Resident of Shelby County, Tennessee since 1970. Resident of Bartlett since December 1993. Graduate of Memphis Harding Academy, May 1977. Married, three children.

Residence address: 3113 Mt. Palomar Cove
 Bartlett, Tennessee 38134

Telephone numbers: Office: (901)387-3000
 Home: (901)388-3331
 Cell: (901)490-9431

Email address: phillip_walker@bellsouth.net

Education & Honors: B.A., *cum laude*, Criminal Justice, December 1981, University of Memphis. Senior Honors Program.

J.D., May 1986, University of Memphis Cecil C. Humphreys School of Law. Academic class ranking 11th of 150.

Bar Admission: Tennessee, 1986. Admitted to practice before all local, county and state courts, U.S. District Court, U.S. Bankruptcy Court, Supreme Court of Tennessee.

Professional Associations: Tennessee Bar Association.
 American Bar Association.

Certification: Certified as a Mentor Attorney by the Tennessee Supreme Court, Tenn. S. Ct. Rule 21, June 2014.

Experience & practice:

Brannon, Murrell & Associates, 1986 – 1990. Associate attorney in general practice focusing primarily in the areas of criminal defense, family law, civil litigation, and bankruptcy.

State of Tennessee, 1987 – 2001. Contract attorney with the Memphis and Shelby County Juvenile Court representing the Tennessee Department of Human Services in paternity proceedings.

Attachment: Walker (1705 : Appoint Division 1 Judge)

Lowrance & Monypeny, P.C., 1990 – 1995. Joined firm as litigation counsel and handled a variety of trial work including jury and nonjury civil litigation, family law, and bankruptcy litigation. Also practiced consumer and business bankruptcy and probate.

Monypeny, Simpson, Walker & Schatz, PLLC. 1995 – 1998. Joined firm as partner attorney focusing on the areas of civil litigation, family law, probate, and bankruptcy.

Austin & Walker, PLLC, 1998 – 2005. Reorganized law firm Monypeny, Simpson, Walker & Schatz, PLLC under a new name. Practice areas remained the same. Served as financial manager.

Phillip R. Walker, PLLC, 2005 – present. Owner and manager of law firm after my former partner retired from full time practice and moved.

Relevant experience:

Practiced law in the municipal courts in Memphis, Germantown and Bartlett, the county and state trial courts in Shelby County and other jurisdictions throughout West Tennessee as well as the United States District Court and Bankruptcy Court for the Western District of Tennessee. Also practiced before the specialty courts in Shelby County, including the Probate Court and Environmental Court. I have represented persons in matters relevant to all functions of the Bartlett Municipal Court, including traffic violations and actions to enforce code violations.

Other qualifications:

Served as special judge for the City of Memphis Municipal Court, Shelby County General Sessions Court and Bartlett Municipal Court. Lectured and published continuing legal education materials in the areas of trial practice, evidence, and procedure.

Community involvement:

Leadership Bartlett Class of 2011. Served on the Executive Board of the Leadership Bartlett Alumni Association and as a volunteer session leader for the Criminal Justice sessions. Member and volunteer for the Friends of the Bartlett Library. Served on the Better Bartlett Schools Committee and moderated a town hall forum.

References available upon request.