



City of Bartlett

David Parsons, Mayor

BOARD OF MAYOR AND ALDERMEN MEETING AGENDA

TUESDAY, JANUARY 28, 2025 - BARTLETT CITY HALL - 6:00 PM

INVOCATION

Opening Prayer by Ed Calhoun, Calhoun Tabernacle of Praise

FUTURE MEETINGS

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

Planning Commission, February 3 at 6:30 p.m.

Beer Board, February 4 at 6 p.m.

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

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

Industrial Development Board, February 6 at 7 p.m.

RECOGNITIONS

Bartlett Girls' Wrestling Team Recognition

Official Business of the Day

MINUTES ACCEPTANCE

Minutes of the January 14, 2025 Board of Mayor and Aldermen Regular Meeting

UNFINISHED BUSINESS

- I **Second Reading of Ordinance 24-14, an ordinance to amend the City of Bartlett Zoning Ordinance, Article VI, Section 9 Supplementary District Regulations, Parking, Storage, or Use of Major Recreational Equipment; Article VI, Section 10 Parking and the Storage of Certain Vehicles in Residential Zoning Districts by adding Definitions; and Article VI, Section 12 Minimum Off Street Parking Requirements. (Trey Arthur, Director of Code Enforcement). The public hearing is set for February 11, 2025.**

- 2 **Second Reading of Ordinance 24-15, an ordinance of the City of Bartlett, Tennessee, adopting by reference State Traffic Offenses and Rules of the Road. (J.J. Leatherwood, Court Clerk).** The public hearing is set for February 11, 2025.

CONSENT AGENDA

- 1 **Purchase Personal Protective Equipment for New Recruits. (Tommy Gately, Fire Chief)**

Request authorization to purchase 32 items of personal protective equipment from Municipal Emergency Services at a total cost of \$30,732.00 plus shipping. Municipal Emergency Services is a Sourcewell provider, contract #010424-MES. Funds are available in combination of Accounts 110.42300.340 and 110.42200.939.

- 2 **Authorization to auction surplus property. (Dick Phebus, Director of Finance)**

One item has been identified as having a potential auction-value of \$500 or more and will be auctioned on GovDeals.com.

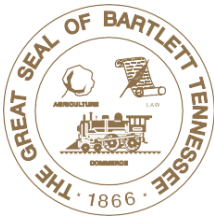
NEW BUSINESS

- 1 **Reappoint Johnny Byrd as City Chaplain. (David Parsons, Mayor)**
- 2 **Appoint and re-appoint Members to City's Boards and Commissions. (David Parsons, Mayor)**
- 3 **Resolution 05-25, a resolution to amend the Fiscal Year 2025 General Fund Budget to accept \$8,000 in funding from the Tennessee Department of Commerce and Insurance and to appropriate \$8,000 for 2023-2024 bonus for police department certified personnel assigned as School Resource Officers. (Dick Phebus, Director of Finance)**

OPEN DISCUSSION

The public shall be provided an opportunity to address the Board or Commission during an Open Discussion period at the end of each regular and special meeting of the governing body. Prior to the start of the meeting, individuals will be required to complete and present to the Clerk the Open Discussion Citizen form provided at each meeting. The Open Discussion period for regular and special meetings of the Board or Commission shall be limited to twenty (20) minutes. Individuals shall be allowed to speak for up to three (3) minutes each. Open Discussion periods will not be held for any meeting where there are no actionable items on the agenda or meetings where the governing body is conducting a disciplinary hearing for a member of the governing body or a person whose profession or activities fall within the jurisdiction of the governing body.

ADJOURNMENT



City of Bartlett

David Parsons, Mayor

BOARD OF MAYOR AND ALDERMEN MEETING MINUTES

TUESDAY, JANUARY 14, 2025 - 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 Chaplain Johnny Bryd, Legacy Church

FUTURE MEETINGS

Parks and Recreation Advisory Board, January 16 at 6 p.m.

Board of Zoning Appeals, January 16 at 6:30 p.m.

BPACC Advisory Board, January 21 at 6 p.m.

Bartlett Library Advisory Board, January 23 at 6 p.m.

Historic Preservation Commission, January 27 at 6:30 p.m.

Special Event Ad Hoc Committee, January 27 at 6 p.m.

RECOGNITIONS

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

Minutes Acceptance: Minutes of Jan 14, 2025 6:00 PM (MINUTES ACCEPTANCE)

MINUTES ACCEPTANCE**Minutes of the December 10, 2024 Board of Mayor and Aldermen Regular Meeting**

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

CONSENT AGENDA

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

- 1 Special event permit for MRTC Winter Cross Country Series 8K. (Trey Arthur, Director of Code Enforcement)**
The event will be held on Sunday, February 9, 2025 from 12 p.m. to 4 p.m. at Nesbit Park.
- 2 Purchase a Chevrolet Tahoe Police Sport Utility Vehicle. (Jeff Cox, Police Chief)**
Recommend purchasing a 2025 Chevrolet Tahoe Police Sport Utility Vehicle using the State of Tennessee vehicle contract, SWC #209, from Wilson County Motors for \$58,139.00. Funds are available in Account 110.42100.935.
- 3 Purchase S.W.A.T. Team body armor. (Jeff Cox, Police Chief)**
Recommend purchasing 15 new sets of body armor for the S.W.A.T. Team using GSA Contract #47WSMA19D08Q1 from Atlantic Diving Supply at a cost of \$29,260.05. Funds are available in Account 124.48124.340.
- 4 Purchase of camera equipment for police vehicles. (Jeff Cox, Police Chief)**
Purchase and installation of various camera equipment bundles for six new police vehicles and 11 additional body-worn cameras for \$139,881.20 from Motorola Solutions. The FY25 Funds in the amount of \$37,209.20 are available in Account 110.42100.935. All additional payments will be budgeted in Account 123.48123.264 for their respective fiscal years.
- 5 Minimum bond subdivision contract for Walker Farms Phase 3. (John Horne, Director of Engineering)**
The developer, Blue Sky Communities, has delivered written request for the subdivision contract to be written for the minimum bond, meeting all requirements. On July 28, 2020, the Board of Mayor and Alderman gave final approval of Ordinance 20-02 regarding new minimum bond requirements. The developer will pay \$51,075.00 in City fees. The minimum bond is set at \$387,794.87.

Minutes Acceptance: Minutes of Jan 14, 2025 6:00 PM (MINUTES ACCEPTANCE)

6 Proposal for design for the Water Treatment Plants 1-4 Improvements Design Project. (John Horne, Director of Engineering)

Recommend approving and awarding the attached contract from A2H totaling \$341,500.00 for the Water Treatment Plants 1-4 Improvements Design Project. Funds are available in Account 312.48312.81119.

7 Treasurer's Report for November 2024. (Dick Phebus, Director of Finance)

Budgeted Expenditures	\$100,937,114
Year-to-date Expenditures	\$ 40,614,553
Budgeted Revenues	\$100,937,114
Year-to-date Revenues	\$ 24,831,152

NEW BUSINESS

I Appoint Vice Mayor. (David Parsons, Mayor)

Mayor Parsons appointed Jack Young to serve as Vice Mayor.

RESULT: NO VOTE REQUIRED

2 Set a public hearing for February 11, 2025 for Resolution 01-25, a resolution approving a Special Use Permit to allow a Church Use to be located at the east side of Broadway Road on Parcel B0149 00261, just north of the Ellendale Five-Way Intersection, within the "R-E" Residential Estate Zoning District. (Kim Taylor, Director of Planning and Economic Development)

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

3 Set a public hearing for February 11, 2025 for Resolution 02-25, a resolution approving a Special Use Permit to allow a Planned Residential Development to be located at the southeast corner of Yale Road at Bartlett Boulevard, within the "RS-10" Single Family Residential Zoning District. (Kim Taylor, Director of Planning and Economic Development)

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

- 4 **Resolution 03-25, a resolution accepting a donation by Cynthia Price of tract of real property approximately 50 feet wide located at 0 Cedar Road, labeled as Parcel ID B0157 00148Z. (Steve Sones, Chief Administrative Officer)**

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

- 5 **Bid for replacement of four Sewer Pump Stations (Project: WW -PDC-I/Pump Stations), Contract A. (John Horne, Director of Engineering)**

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

OPEN DISCUSSION

Director of BPACC Michael Bollinger shared a presentation highlighting upcoming performances through July 2025.

Chris Autry, 4145 Blackheath Dr. addressed the Board with questions regarding zoning of the Quail Ridge Golf Course.

Mayor Parsons and Director of Planning Kim Taylor explained that the property owner has not disclosed his future plans for the property, but it is zoned residential for single family units.

ADJOURNMENT

Meeting adjourned at 6:29 PM

Harold Brad King, Register to the
Board of Mayor and Aldermen

David Parsons, Mayor

Minutes Acceptance: Minutes of Jan 14, 2025 6:00 PM (MINUTES ACCEPTANCE)



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

ORDINANCE (ID # 3693)

Meeting: 01/28/25 06:00 PM
Department: Code Enforcement
Category: Amendment
Prepared By: Penny Medlock

Initiator: Trey Arthur

Sponsors:

DOC ID: 3693

Ordinance 24-14, an ordinance to amend the City of Bartlett Zoning Ordinance, Article VI, Section 9 Supplementary District Regulations, Parking, Storage, or Use of Major Recreational Equipment; Article VI, Section 10 Parking and the Storage of Certain Vehicles in Residential Zoning Districts by adding Definitions; and Article VI, Section 12 Minimum Off Street Parking Requirements.

WHEREAS, the City desires to provide better service to the community by protecting property values by more efficiently addressing the parking and storage of certain vehicles, and the temporary parking of major recreational vehicles,

WHEREAS, the City desires to make clear the location for the parking of certain vehicles and define appropriate parking surfaces within the Zoning Ordinance,

WHEREAS, the City of Bartlett Board of Mayor and Aldermen desire to amend the Bartlett Zoning Ordinance by amending Article VI, Section 9 Parking, Storage, or Use of Major Recreational Equipment by removing and/or replacing text; and Article VI, Section 10 Parking of Certain Vehicles by adding/or removing text and adding definitions for clarification purposes.

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen of the City of Bartlett, Tennessee, that:

Article VI, Section 9, Supplementary District Regulations: Parking, Storage, or Use of Major Recreational Equipment, shall be amended by removing and replacing text as follows:

Section 9 - Supplementary District Regulations: Parking, Storage, or Use of Major Recreational Equipment

For purposes of these regulations, major recreational equipment is defined as including boats and boat trailers, travel trailers, pick-up camper or coaches (designed to be mounted on automotive vehicles), motorized dwellings, tent trailers, and the like, and cases or boxes used for transporting recreational equipment, whether occupied by such equipment or not.

No major recreational equipment shall be parked or stored on any lot in a residential district except in accordance with Article VI Section 10. However, such equipment may be parked anywhere on residential premises for a period not to exceed twenty-four (24) hours during loading or unloading. No such equipment shall be used for living, sleeping, or housekeeping purposes when parked or stored on a residential lot, or in any location not approved for such use.

Exceptions for short-term living or sleeping in recreational vehicle on a residential lot:

- . Short-term accommodations for emergency circumstances in the case of uninhabitable residential dwelling damage due to flood, wind, or fire.
- . Persons desiring to utilize a recreational vehicle for such short-term residential accommodations must first submit a written request to include the specific reasons for the need for short-term living and the time frame for the request. Requests must be approved by the Director of Code Enforcement and shall be valid for up to six months but may be renewed for not more than one additional six-month period.
- . All recreational vehicles used for short-term residential accommodations must be legally registered and tagged.
- . Approved recreational vehicles may only be used for short-term accommodations on residential property during emergency circumstances. The recreational vehicle must have the ability to discharge sanitary waste to the sanitary sewer system.
- . Such approved recreational vehicles must be structurally sound and protect its occupants against the elements. The recreational vehicle must be maintained in good aesthetic appearance and function and be kept road-worthy. No structures such as porches, storage space, additional rooms, permanent stairs or the like, may be attached to recreational vehicles.
- . Construction repairs to the residential dwelling must start within (60) days of the approval of the recreational vehicle for short-term residential accommodations. Only one recreational vehicle shall be permitted for short-term residential accommodations on any parcel of land during the repair of the permanent dwelling.

Article VI, Section 10, Supplementary District Regulations: Parking and Storage of Certain Vehicles Use of Major Recreational Equipment, shall be amended by removing and replacing text and adding illustrations as follows:

Section 10 - Parking and Storage of Certain Vehicles Definitions and Locations

- . Definitions. As used in this section pertaining to the parking of trailers, boats, campers, RV's, ATV's and the like:
 - . "Residential Front Yard" means the yard area directly in front of the habitable (main) portion of the house extending to the front property line and not occupied by a structure.

2. "Residential Side Yard" means the yard area from the rear elevation of the house extending to the side property lines and forward to the front property line nearest to the front elevation at each side of the home.
3. "Residential Rear Yard" means the yard area extending from the rear of the side yard and the rear of the habitable (main) portion of the house extending to the rear property line and not occupied by a structure.
4. "Residential Area" means that portion of the City zoned as a Residential District set forth by Article V of the Zoning Ordinance.
5. "Driveway" means the area approved by the Building and Planning Department for motor vehicle use.
6. "Parking Surface" means a paved dust free surface consisting of asphalt paving, poured concrete, or other surface as approved by the Building Official in a residential district.

B. Parking Locations Prohibited

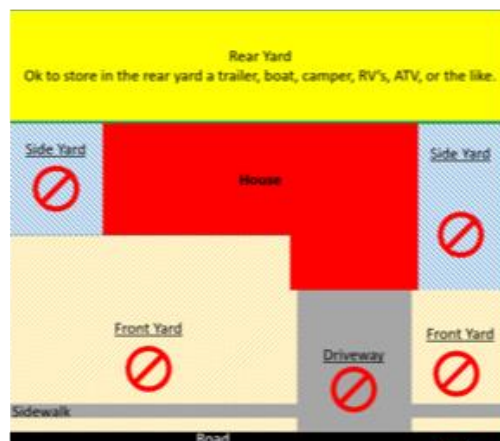
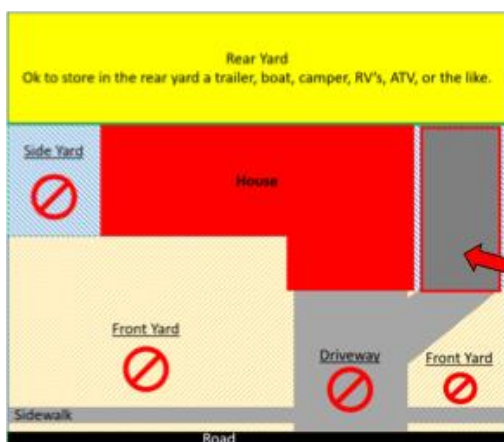
- . Residential Front Yard Parking Prohibited. No parking shall be permitted in a residential front yard other than a licensed motor vehicle on an approved parking surface. Further, no person shall park, store, or leave unattended trailers, boats, campers, RV's, ATV's and the like in the front yard.
- .
- . Residential Side Yard Parking Prohibited. No parking shall be permitted in a residential side yard other than a licensed motor vehicle on an approved parking surface. Further, except as provided in Article VI Section 10 §(C)(1), no person shall park, store, or leave unattended trailers, boats, campers, RV's, ATV's and the like in the side yard.

. Parking Location Exceptions

- . Residential Side Yard Parking Allowed. Trailers, boats, campers, RV's, ATV's and the like may be allowed to be parked in a residential side yard if parked within a driveway on a paved parking surface, as approved by the Building Official.

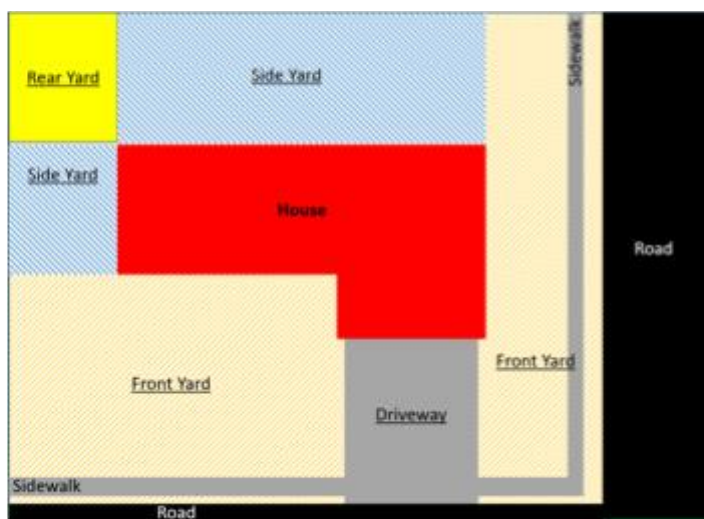


Typical Residential Lot

No Parking in areas marked .

Trailers, boats, campers,
RV's, ATV's, or the like,
permitted to be stored in
this area if parked within a
driveway or a paved
parking surface.

Trailers, boats, campers, RV's, ATV's, or the like, permitted to be stored in this area if parked within a driveway or a paved parking surface.



Typical Residential Corner Lot

Article VI, Section 12, Supplementary District Regulations: Minimum Off-Street Parking Requirements shall be amended to add and remove text as follows:

Section 12 - Supplementary District Regulations: Minimum Off-Street Parking Requirements

Hereafter no building shall be erected or altered and no land used unless there is provided adequate off-street parking space or spaces for the needs of tenants, personnel and patrons together with means of ingress and egress.

. GENERAL PROVISIONS:

- . Off-Street parking for other than residential uses shall be either on the same lot or within three hundred (300) feet of the building it is intended to serve measured from the nearest point of the building to the nearest point of the off-street parking lot. The off-street parking lot is subject to Planning Commission and Design Review Commission approval.
2. Residential off-street parking spaces shall consist of a parking strip, driveway, garage, or combination thereof and shall be located on the premises they are intended to serve. In

all zoning districts, no vehicle that may be parked in a front yard shall be parked or stored on any part of the front yard other than a paved driveway or any other hard surface area that is normally considered the driveway area of the lot as defined in Article VI, Section 10(5). To pave any area of a front yard, other than the driveway, for additional parking will require a building permit from the City of Bartlett Building Department.

3. Any area once designated as required off-street parking shall not be changed to any other use unless and until equal facilities are provided elsewhere, subject to site plan approval by the Planning Commission and the Design Review Commission.
4. In the instance of dual function of off-street parking where operating hours do not overlap, the Board of Zoning Appeals may grant an exception.
5. Two (2) or more buildings or uses may collectively provide the required off-street parking in which case the required number of parking spaces shall not be less than the sum of the requirements for the several individual uses computed separately.
6. For uses not specifically mentioned in this section the requirements for off-street parking for a similar use specifically mentioned in this section shall apply.

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

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

FIRST READING: December 10, 2024

SECOND READING: January 28, 2025

THIRD READING: February 11, 2025

Harold Brad King, Register to the
Board of Mayor and Aldermen

David Parsons, Mayor

Penny Medlock, City Clerk



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

ORDINANCE (ID # 3692)

Meeting: 01/28/25 06:00 PM

Department: Court

Category: Amendment

Prepared By: Penny Medlock

Initiator: J.J. Leatherwood

Sponsors:

DOC ID: 3692

Ordinance 24-15, an ordinance of the City of Bartlett, Tennessee, adopting by reference State Traffic Offenses and Rules of the Road.

WHEREAS, the Board of Mayor and Aldermen desires to adopt by reference state traffic offenses, registration requirements and rules of the road; and

WHEREAS, the Tennessee General Assembly amended the laws pertaining to adoption of state laws by municipalities by reference, by changing the statute under which such adoption is made and by further specifying that only Class C misdemeanors may be adopted by municipalities and enforced as municipal ordinance violations;

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen, that

Section 1. The following provision is added as the new Title 15, Chapter 1, Section 15-140 of the Municipal Code of Bartlett:

15-140. Adoption of state traffic statutes. By the authority granted under Tennessee Code Annotated § 16-18-302, the City of Bartlett adopts by reference as if fully set forth in this section, the “Rules of the Road,” as codified in Tennessee Code Annotated §§ 55-8-101 through 55-8-131 and §§ 55-8-133 through 55-8-159, § 55-8-161, §§ 55-8-163 through 55-8-191, § 55-8-193, § 55-8-195, § 55-8-199, §§ 55-8-203 through 55-8-205, § 55-8-212, § 55-8-301 and §§ 55-8-304 through 55-8-307. Additionally, the City of Bartlett adopts Tennessee Code Annotated § 55-4-101, § 55-4-103 through 55-4-105, §§ 55-4-107 through 55-4-108, §§ 55-4-110 through 55-4-111, §§ 55-4-113 through 55-4-115, §§ 55-4-120 through 55-4-121, § 55-4-131, §§ 55-9-401 through 55-9-408, § 55-9-414, §§ 55-9-601 through 55-9-603, § 55-12-139, § 55-50-333, and § 55-50-351, by reference as if fully set forth in this section.

Section 2. This ordinance shall take effect upon its final reading, the public welfare requiring it.

FIRST READING: December 10, 2024

SECOND READING: January 28, 2025

THIRD READING: February 11, 2025

Harold Brad King, Register to the
Board of Mayor and Aldermen

David Parsons, Mayor

Penny Medlock, City Clerk

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

SCHEDULED**AGENDA ITEM**

Meeting: 01/28/25 06:00 PM

Department: Fire

Category: Purchase

Prepared By: Kristina Headley

Department Head: Tommy Gately

Purchase Personal Protective Equipment for New Recruits.



(877) 637-3473

Quote

Quote # QT1890264
Date 01/03/2025
Expires 01/18/2025
Sales Rep Wallace, Lee
Shipping Method FedEx Ground
Customer Bartlett Fire Dept (TN)
Customer # C215666

6.1.a

Bill To

Bartlett Fire Department
2939 Altruria Rd.
Bartlett TN 38134
United States

Ship To

Bartlett Fire Department
2939 Altruria Rd.
Bartlett TN 38134
United States

Item	Alt. Item #	Units	Description	QTY	Unit Price	Amount
FXR-Express-Coat	FW91110		FW91110 Custom FXR Express Coat Tecgen71- EXPRESS	7	\$1,939.00	\$13,573.00
FXR-Express-Pant	FW91110		FW91110 Custom FXR Express Pant Tecgen71- EXPRESS	7	\$1,295.00	\$9,065.00
FXR-Custom Turnout-Coat	FW91132, Durham		FW91132, Durham Custom FXR Turnout Coat Tecgen71	1	\$2,039.00	\$2,039.00
FXR-Custom Turnout-Pant	FW91132, Durham		FW91132, Durham Custom FXR Turnout Pant Tecgen71	1	\$1,439.00	\$1,439.00
FDXL200-10-Med			FDXL200 Red Leather Structural Fire Boot Collins	1	\$455.00	\$455.00
FDXL200-9.5-Wide			FDXL200 Red Leather Structural Fire Boot Roghair	1	\$455.00	\$455.00
FDXL200-8-Med			FDXL200 Red Leather Structural Fire Boot Nash	1	\$455.00	\$455.00
FDXL200-10.5-Med			FDXL200 Red Leather Structural Fire Boot Stavely	1	\$455.00	\$455.00
FDXL200-9.5-Med			FDXL200 Red Leather Structural Fire Boot Ford	1	\$455.00	\$455.00
FDXL200-9-Med			FDXL200 Red Leather Structural Fire Boot Durham, McEwen	2	\$455.00	\$910.00
FDXL200-12-Med			FDXL200 Red Leather Structural Fire Boot Robbins	1	\$455.00	\$455.00
FC-1000-L-Regular			Flame Glove - Gauntlet Cuff Roghair, Collins, Stavely, Robbins	4	\$122.00	\$488.00
FC-1000-M-Regular			Flame Glove - Gauntlet Cuff Nash, Ford, Durham, McEwen	4	\$122.00	\$488.00

Attachment: PPE for New Recruits -quote 1.14.2025 (3710 : Purchase of PPEs for New Recruits)



QT1890264



(877) 637-3473

Quote #
Date

Quote

QT1890264
01/03/2025

6.1.a

Subtotal	\$30,732.00
Shipping Cost	\$0.00
Tax Total	\$0.00
Total	\$30,732.00

This Quotation is subject to any applicable sales tax and shipping and handling charges that may apply. Tax and shipping charges are considered estimated and will be recalculated at the time of shipment to ensure they take into account the most current information.

All returns must be processed within 30 days of receipt and require a return authorization number and are subject to a restocking fee.

Custom orders are not returnable. Effective tax rate will be applicable at the time of invoice.

Attachment: PPE for New Recruits -quote 1.14.2025 (3710 : Purchase of PPEs for New Recruits)



QT1890264



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

AGENDA ITEM

Meeting: 01/28/25 06:00 PM
Department: Finance
Category: Budget
Prepared By: Penny Medlock
Department Head: Dick Phebus

Authorization to auction surplus property.

Department	Year	Make/Model	Color	Vehicle ID#
Public Works	2005	Ford F-250	White	IFTSW20P45EA78789

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. This item has been identified as surplus with a potential value of over \$500 and is eligible to be sold at public auction.

It is our recommendation that this item be approved to be sold at public auction. If approved, the City of Bartlett will advertise the item 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**AGENDA ITEM**

Meeting: 01/28/25 06:00 PM
Department: Board of Mayor and Aldermen
Category: Appointment
Prepared By: Jeanie Underwood
Department Head: David Parsons

Reappoint Johnny Byrd as City Chaplain.

Reappoint Johnny Byrd as City Chaplain for a term ending on December 31, 2026.

CITY CHAPLAIN

NAME	ADDRESS	TERM EXPIRES	NEW/ RE-APPOINT
Byrd, Pastor Johnny	Legacy Church 7054 St. Elmo Rd., Bartlett, TN 38135	12/31/2026	Re-appoint

APPOINTMENT

JANUARY 28, 2025

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

SCHEDULED**AGENDA ITEM**

Meeting: 01/28/25 06:00 PM
Department: Board of Mayor and Aldermen
Category: Appointment
Prepared By: Jeanie Underwood
Department Head: David Parsons

Appoint and re-appoint Members to City's Boards and Commissions.

BARTLETT LIBRARY ADVISORY BOARD

7.2.a

NAME	TERM EXPIRES	NEW/ RE-APPOINT
Chambers, Lynn	12/31/2028	Re-appoint
Cummings, Melanie	12/31/2028	Re-appoint
Miller, Mykila	12/31/2028	Re-appoint

Attachment: Appointments to Boards--2025--Agenda (3713 : Appoint and re-appoint Members to City's

BEER BOARD

NAME	TERM EXPIRES	NEW/ RE-APPOINT
Abraham, Ken	12/31/2026	New Appointment (Replacing Deborah Williams)
Schwill, Ray	12/31/2026	Re-appoint
Smith, Ryan	12/31/2026	Re-appoint

BOARD OF ZONING APPEALS

NAME	SPECIAL NOTES	TERM EXPIRES	NEW/ RE-APPOINT
Burton, Stan	Design Review Commission Member	12/31/2027	Re-appoint
Kaiser, Paul	Citizen Member	12/31/2027	Re-appoint

BPACC ADVISORY BOARD

NAME	TERM EXPIRES	NEW/ RE-APPOINT
Rieman, Laurie	12/31/2027	Re-appoint
Stewart, Steve	12/31/2027	Re-appoint
Wiemar, David	12/31/2027	New Appointment (replacing Lorraine Williams)
<u>ADVISOR:</u>		
Monique Williams	Alderman Liaison	New Advisor (replacing Kevin Quinn)

CITY BEAUTIFUL COMMISSION

7.2.a

NAME	TERM EXPIRES	NEW / RE-APPOINT
Baity, Glen	12/31/2027	New Appointment (replacing Matt Meador)
Ballad, Tina	12/31/2025	New Appointment (replacing Kenneth Parks)
Montague, Sylvia	12/31/2027	Re-appoint
Winford, Tom	12/31/2027	Re-appoint

Attachment: Appointments to Boards--2025--Agenda (3713 : Appoint and re-appoint Members to City's

CODE APPEALS BOARD

7.2.a

NAME	TERM EXPIRES	NEW/ RE-APPOINT
Easton, Greg	12/31/2026	Re-appoint
Foshee, Brian	12/31/2026	Re-appoint
Marbry, Marty	12/31/2026	Re-appoint

Attachment: Appointments to Boards--2025--Agenda (3713 : Appoint and re-appoint Members to City's

DESIGN REVIEW COMMISSION

NAME	SPECIAL NOTES	TERM EXPIRES	NEW/ RE-APPOINT
Brooks, Ed	Architecture & Computer Technology	12/31/2026	Re-appoint
Burton, Stan	Citizen Member	12/31/2026	Re-appoint
Taylor, Nick	Registered Civil Engineer	12/31/2026	Re-appoint
Whaley, Keith	Architect	12/31/2026	Re-appoint
Young, Jack	Alderman	12/31/2026	Re-appoint

FAMILY ASSISTANCE COMMISSION

NAME	TERM EXPIRES	NEW/ RE-APPOINT
Rasbach, Ted	12/31/2027	Re-appoint
Reed, Linda	12/31/2027	Re-appoint
Sturgell, Melinda	12/31/2027	Re-appoint

GRIEVANCE REVIEW BOARD

NAME	SPECIAL NOTES	TERM EXPIRES	NEW/ RE-APPOINT
Bradley, Mirian	Public Works/Utilities/Engineering Representative	12/31/2025	Re-appoint
Dodson, Mona	Administrative Representative (Admin., Parks, Court, BPACC)	12/31/2025	New Appointment (replacing Ashley Mellinger)
Maser, Jeremy	Public Safety Representative (Fire, EMS, Police, Codes)	12/31/2025	Re-appoint
Miller, Bruce	Citizen member	12/31/2025	New Appointment (replacing Karen Harbold)
Rasbach, Ted	Citizen member	12/31/2025	Re-appoint
Young, Jack (Chairman)	Alderman	12/31/2025	Re-appoint

HISTORIC PRESERVATION COMMISSION

NAME	SPECIAL NOTES	TERM EXPIRES	NEW/ RE-APPOINT
Miller, Bruce	Citizen Member	12/31/2029	New Appointment (Replacing John Olsen)
Quinn, Kevin	Board of Mayor & Aldermen Member	12/31/2028	Re-appoint
Whaley, Keith	Design Review Commission Member	12/31/2029	Re-appoint

INDUSTRIAL DEVELOPMENT BOARD

NAME	TERM EXPIRES	NEW/ RE-APPOINT
Burton, Stan	1/25/2029	Re-appoint
McNeil, Josh	1/25/2029	Re-appoint
Muller, Dexter	1/25/2026	New Appointment (Replacing Charles Goforth)
Price, Kelly	1/25/2029	Re-appoint
Renner, Burk	1/25/2029	Re-appoint
Williams, Warrie	1/25/2029	Re-appoint

PARKS AND REC. ADVISORY BD.

NAME	TERM EXPIRES	NEW/ RE-APPOINT
Peterson, Gretchen	12/31/2027	Re-appoint
Sidle, Jeremy	12/31/2027	New Appointment (Replacing Linda Booth)
Sutton, Emily	12/31/2027	Re-appoint

PENSION BOARD

(Defined Benefit Plan)

NAME	TERM EXPIRES	NEW/ RE-APPOINT
Cici, Captain Patrick Police Dept.	12/31/2028	Re-appoint
Montoya, Cassi Parks & Recreation Employee	12/31/2028	Re-appoint
Von Bokel-Amin, Lori (Chairman) Chief Human Resources Officer	Permanent	New Appointment (Replacing Ted Archdeacon)
Williamson, Kasey Public Works Employee	12/31/2028	New Appointment (Replacing Matt Crenshaw)

THE RETIREMENT PLAN COMMITTEE
(Cash Balance Plan -- post July 1, 2014)

7.2.a

NAME	TERM EXPIRES	NEW/ RE-APPOINT
Cici, Captain Patrick Police Dept.	12/31/2028	Re-appoint
Montoya, Cassi Parks & Recreation Employee	12/31/2028	Re-appoint
Von Bokel-Amin, Lori (Chairman) Chief Human Resources Officer	Permanent	New Appointment (Replacing Ted Archdeacon)
Williamson, Kasey Public Works Employee	12/31/2028	New Appointment (Replacing Matt Crenshaw)

Attachment: Appointments to Boards--2025--Agenda (3713 : Appoint and re-appoint Members to City's

PLANNING COMMISSION

7.2.a

NAME	TERM EXPIRES	NEW/ RE-APPOINT
Conroy, John	12/31/2027	Re-appoint
Hunt, David	12/31/2027	Re-appoint
NcNeil, Josh	12/31/2027	Re-appoint
Young, Jack	12/31/2027	Re-appoint

Attachment: Appointments to Boards--2025--Agenda (3713 : Appoint and re-appoint Members to City's

STORM WATER BOARD OF APPEALS

7.2.a

NAME	TERM EXPIRES	NEW/ RE-APPOINT
Easton, Greg	12/31/2028	Re-appoint
Foshee, Brian	12/31/2028	Re-appoint

Attachment: Appointments to Boards--2025--Agenda (3713 : Appoint and re-appoint Members to City's

YMCA ADVISORY BOARD

7.2.a

NAME	TERM EXPIRES	NEW/ RE-APPOINT
Campbell, Sr., Marsh	12/31/2028	Re-appoint
Jackson, Anna	12/31/2028	Re-appoint
Milam, David	12/31/2028	Re-appoint

Attachment: Appointments to Boards--2025--Agenda (3713 : Appoint and re-appoint Members to City's



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

RESOLUTION (ID # 3715)

Meeting: 01/28/25 06:00 PM

Department: Finance

Category: Presentation

Prepared By: Dick Phebus

Initiator: Dick Phebus

Sponsors:

DOC ID: 3715

Resolution 05-25, a resolution to amend the Fiscal Year 2025 General Fund Budget to accept \$8,000 in funding from the Tennessee Department of Commerce and Insurance and to appropriate \$8,000 for 2023-2024 bonus for police department certified personnel assigned as School Resource Officers.

WHEREAS, the State of Tennessee Department of Commerce and Insurance (TDCI) provides School Resource Officer bonus pay to certain full-time police officers if they have completed their 2023-2024 forty (40) hour school policing training, or the sixteen (16) hour in-service SRO training; and

WHEREAS, the Bartlett Police Department has submitted the names of ten (10) qualified officers to receive the School Resource Officer bonus pay to TDCI for services as SROs during the 2023-2024 academic year; and

WHEREAS, in order to distribute the funds to the eligible police personnel it is necessary to amend the Fiscal Year 2025 Operating Budget for the Police Department to appropriate the revenues and expenditures;

NOW THEREFORE BE IT RESOLVED By the Board of Mayor and Aldermen that, the Fiscal Year 2025 General Fund budget is amended to accept \$8,000 in TDCI revenues and appropriate \$8,000 in expenditures for the 2023-2024 School Resource Officer bonus to eligible police officer personnel listed in the attached School Resource Officer (SRO) Voucher.

Adopted this day of January 28, 2025

Harold Brad King, Register to the
Board of Mayor and Aldermen

David Parsons, Mayor

Attest: _____
Penny Medlock, City Clerk


RECEIVED

By Pamela Pavao at 3:56 pm, Nov 07, 2024

 Attachment 2
10-21-21 DG

School Resource Officer (SRO) Voucher
TO BE SIGNED BY CHIEF ADMINISTRATIVE OFFICIAL

By signing below, I am requesting funds for the payment of a bonus in the amount of eight hundred dollars (\$800.00) **per officer** from the city/county ("local government") listed below to be paid to full-time police officers, as defined by Tennessee Code Annotated § 38-8-101(3), who were assigned by a local government as a School Resource Officer (SRO) and who completed an assignment in the 2023-2024 academic year, and who completed the forty (40) hour school policing training, or the sixteen (16) hour in-service SRO training.

The undersigned certifies that all funds received from this request will be paid to individuals listed on the attached roster and that the local government agrees to be bound to and abide by the program requirements set out in Delegated Grant Authority (No. 84613)

This request is made with the understanding that payments received are subject to the deduction of applicable taxes by the local unit of government before disbursement to eligible full-time police officers.

The undersigned further certifies that all personnel receiving the SRO bonus were full-time certified law enforcement officers as defined in T.C.A. § 38-8-103; and that their primary duties and responsibilities during the 2023-2024 academic year were to detect and prevent crime and assigned as an SRO.

Number of Officers 10 Total Amount: \$ 8000 (#of officers x \$800)

City/County Chief Administrative Official (Sheriff/Police Chief- DO NOT SIGN)

Signature: [Signature] Date: 11/7/2024

Print Name and Title: Mayor David Parsons

City/County: Bartlett / Shelby

Agency: Bartlett Police Department

RECEIVED

By Kevin Krieb at 4:21 pm, Nov 07, 2024

Official Mailing Address: 6400 Stage Road; Bartlett, TN 38134

If your official mailing address is not listed in the state's supplier database, there may be a delay in receiving payment. Email POST.grants@TN.gov to address any questions.

FOR P.O.S.T. USE ONLY

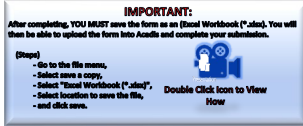
Number of Officers: 10 Total Amount: \$ 8000 (# of officers x \$800)

Employee Signature: Kevin Krieb Date Processed: 11-7-24

Invoice Number: 84613- 6 Date of Invoice: 12/02/24

Supplier ID: 0000001617

Attachment: Bartlett PD 2024 SRO Grant (3715 : Res. 05-25 SRO Bonus)



Agency Name:	Bartlett Police Department
Agency Head Print Name:	Chief Jeff Cox
Agency Head Signature:	
Date:	11/7/2024

<u>Agencies</u>	
<u>CV</u>	
<u>Count</u>	
Total Eligible:	10
Total Not Eligible:	1
Total Amount:	\$8,000.00

<u>POST USE ONLY</u>	
Corrected Total Officers Eligible	<u>10</u>
Corrected Total Officers Not Eligible	1

	11/7/2024
	Date

Officer Name (Last, First, MI)	PSID Number	Newly Assigned SRO / Veteran SRO	SRO Training Attended	Assigned as SRO During the 2023/2024 School Year	Currently Working as SRO	Training POST Approval #	Is Officer Eligible for Bonus?	POST USE ONLY	POST USE ONLY NOTES
Sort & Filter	Sort & Filter2	Sort & Filter22	Sort & Filter222	Sort & Filter224	Sort & Filter223	Sort & Filter23	Sort & Filter2	Sort & Filter4	Sort & Filter5
Bryant, Charles E.	3072-2085	Newly Assigned	Did Not Complete Training	NO	YES	N/A	NO	OK	
Christian, Sara J.	3319-9878	Veteran SRO	Annual 16 Hour SRO Training	YES	YES	24-1300	YES	OK	
Decrow, Patrick N.	7654-8765	Veteran SRO	Annual 16 Hour SRO Training	YES	YES	24-1300	YES	OK	
Garcia, Jesus A.	1404-2921	Veteran SRO	Annual 16 Hour SRO Training	YES	YES	24-1300	YES	OK	
Hammonds, Steven B.	5032-3449	Veteran SRO	Annual 16 Hour SRO Training	YES	YES	24-1300	YES	OK	
Kissinger, Hunter C.	6477-3179	Veteran SRO	Annual 16 Hour SRO Training	YES	YES	24-1300	YES	OK	
Melton, Scott A.	1048-8265	Veteran SRO	Annual 16 Hour SRO Training	YES	YES	24-1300	YES	OK	
Purcell, Nicholas R.	3758-4063	Veteran SRO	Annual 16 Hour SRO Training	YES	YES	24-1300	YES	OK	
Sandlin, Adam P.	1280-4445	Veteran SRO	Annual 16 Hour SRO Training	YES	YES	24-1300	YES	OK	
Weibel, Matthew S.	4398-1349	Veteran SRO	Annual 16 Hour SRO Training	YES	YES	24-1300	YES	OK	
Young, Grant A.	4139-1140	Veteran SRO	Annual 16 Hour SRO Training	YES	YES	24-1300	YES	OK	