



City of Bartlett

David Parsons, Mayor

BOARD OF MAYOR AND ALDERMEN MEETING AGENDA

TUESDAY, JANUARY 23, 2024 - BARTLETT CITY HALL - 6:00 PM

INVOCATION

Opening Prayer by Johnny Byrd, Legacy Church

FUTURE MEETINGS

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

Industrial Development Board, February 1 at 7 p.m.

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

Planning Commission, February 5 at 6:30 p.m.

Beer Board, February 6 at 6 p.m.

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

Parks and Recreation Advisory Board, February 8 at 6 p.m.

RECOGNITIONS

Official Business of the Day

MINUTES ACCEPTANCE

Minutes of the January 9, 2024 Board of Mayor and Aldermen Regular Meeting

UNFINISHED BUSINESS

- I **Second Reading of Ordinance 24-01, an ordinance to rezone from “CA” Conservation Agriculture to “I-O” Wholesale and Warehouse, and from “A-O” Agricultural and Open Land to “I-O” Wholesale and Warehouse Property on the northeast corner of Singleton Parkway at Bolen Huse. (Kim Taylor, Director of Planning and Economic Development). The public hearing is set for February 13, 2024.**

CONSENT AGENDA

There are no consent items.

NEW BUSINESS

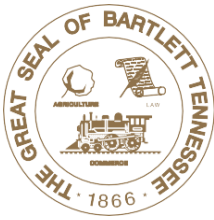
- I Appoint and re-appoint Members to City's Boards and Commissions. (David Parsons, Mayor)**

- 2 Treasurer's Report for December 2023. (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 9, 2024 - BARTLETT CITY HALL - 6:00 PM

ATTENDANCE

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

INVOCATION

Opening Prayer by Fred Shackelford, Ellendale Baptist Church

FUTURE MEETINGS

Parks and Recreation Advisory Board, January 11 at 6 p.m.

Bartlett Arts Council, January 16 at 6 p.m.

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

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

Board of Zoning Appeals, January 18 at 6:30 p.m.

Historic Preservation Commission, January 22 at 6:30 p.m.

RECOGNITIONS

Official Business of the Day

MINUTES ACCEPTANCE

Minutes of the December 19, 2023 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

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.

Minutes Acceptance: Minutes of Jan 9, 2024 6:00 PM (MINUTES ACCEPTANCE)

1. Ordinance 23-08, an ordinance to amend the City of Bartlett Zoning Ordinance, by amending Article I, Section 2, Definitions, to add Smoke Shop and Tobacco Store; and, to amend Article V, Chart I, Uses Permitted, to add Smoke Shops and Tobacco Stores in certain Zoning Districts with a Special Use Permit.

No one spoke for or against.

Adjourned at 6:05 p.m.

2. Ordinance 23-09, an ordinance to amend the City of Bartlett Zoning Ordinance, by amending Article I, Section 2, Definitions, to add Hookah Lounge and Other Smoking Lounges; and to amend Article V, Chart I, Uses Permitted, to add Hookah Lounges and Other Smoking Lounges in the C-H Highway Business Zoning District with a Special Use Permit.

No one spoke for or against.

Adjourned at 6:06 p.m.

3. Ordinance 23-10, an ordinance to amend the City of Bartlett Zoning Ordinance, by amending Article I, Section 2, Definitions, to add Small Box Retail Stores, Liquidation Stores, and Liquidation Warehouse Sellers; and, to amend Article V, Chart I, Uses Permitted, to add Small Box Retail Stores, Liquidation Retail Stores, and Liquidation Warehouse Sellers in certain Zoning Districts with a Special Use Permit; and add to Article VI, Supplementary District Regulations, Section 3I, Small Box Retail Stores.

No one spoke for or against.

Adjourned at 6:08 p.m.

4. Ordinance 23-11, an ordinance amending Title 2, Chapter 6, Section 2-601, Membership, of the Codified Ordinances of the City of Bartlett, Tennessee, to be consistent with State law by permitting a person designated by the mayor to serve on the Planning Commission in lieu of the mayor.

No one spoke for or against.

Adjourned at 6:09 p.m.

5. Ordinance 23-12, an ordinance to amend Title 2, Chapter 5, Section 501, City Beautiful Commission, of the City of Bartlett Code of Ordinances to stagger the terms of members serving on the City Beautiful Commission.

No one spoke for or against.

Adjourned at 6:10 p.m.

6. Managed Services for the Bartlett Library.

Gay Cain, Assistant Director of Strategic Partnerships with the Memphis Public Library informed the board that she was still reviewing invoices and records to determine the exact dollar amount of funds received from the City of Bartlett not spent on materials. She anticipated another 30 days to arrive at a figure. She stated they had hired a consultant to conduct a lean library management study.

Alderman Reaves asked Ms. Cain why the city could not get an answer from the Memphis

Library System. Ms. Cain said that the person in charge of the process for the Bartlett Library deceased before the pandemic and took institutional knowledge. She explained that the software, Sirsi, which delineates the Memphis Library information from the Bartlett Library is only as good as the input data. She said that some money had been carried over in fiscal years. She wants an additional 30 days to review records.

Alderman King asked the director of the Memphis Public Library System, Keenon McCloy, to come to the podium to answer questions. He stated that Bartlett has been trying to get a response for a long time. He reiterated that Bartlett gives the Memphis Library \$1.3 million each year plus additional for material purchases. Ms. McCloy indicated that she understood but did not have an explanation.

Alderman Griffin asked why the libraries in Memphis have books on the shelves, but Bartlett does not. He said the Bartlett Library was always short-handed. It appears books are ordered for Memphis libraries, but not Bartlett.

Ms. Cain said she was unsure what materials the other libraries were getting.

Alderman Griffin addressed Ms. McCloy regarding the lack of new books.

Ms. McCloy said that the other libraries do have nice/new collections and that they deliver requested books to Bartlett twice per day.

Ms. Cain mentioned that Bartlett was a reading community.

Alderman Williams questioned the additional 30 days for an accurate accounting and also about the additional time to correct the issues. She asked if MPL would be agreeable to recommendations from the city and asked how much time it would take to get books.

Ms. Cain they would use a performance matrix. She said the city could consider if they want to spend their dollars in materials or handle in other ways. She said the contract could be renegotiated.

Mayor Parsons made a point that funding to the Memphis Library System had been suspended until this is resolved.

Alderman Williams commented that it was disturbing to wait an additional 30 days for a report.

Vice Mayor Young said that the city had been trying to get this resolved for months and that we could not get return calls. The only response from MPL came when the city threatened to cancel the contract.

Alderman Quinn said he was frustrated about the funding accountability but felt the problems could be resolved. He said it was about the spirit of partnership, not just a contract.

Dana Braccia and George Gretsas from Avenu Insights and Analytics made a presentation of services which included a Bartlett-centric approach, more robust collection, more involvement and accountability, staffing of MLS degreed librarians, ongoing training, competitive salaries, continued access to Libby and eBooks, and a partnership with Tennessee R.E.A.D.S.

Alderman Reaves asked what services would be lost or what was different with Avenu. Ms. Braccia responded that the city would gain collection reviews and a user experience audit. She said that Avenu would be more responsive to Bartlett's needs and connect citizens to value.

Alderman Reaves asked if Avenu was willing to put request response procedures into an agreement. Ms. Braccia said they could and would set service thresholds.

Alderman Williams inquired about the transition process and stated she did not want lengthy down time. Ms. Braccia said if they were awarded the contract that would immediately begin staff conversations and onboarding.

Alderman King wanted to know the procedure for stocking pop-seller materials, purchasing

versus leasing, and requesting books. Ms. Braccia said that each request would be reviewed and depending on the subject, it would be determined if the item should be purchased.

Alderman Quinn wanted to know how long it takes to get a book. Ms. Braccia said it varied depending on availability and supply chain.

Mr. Quinn also asked how many libraries Avenue managed. Ms. Braccia said they managed two libraries in Germantown.

Mr. Quinn commented that Bartlett could run its own library. Ms. Braccia said that Avenue could bring a return on investment, experience, and managed services for libraries was a trend.

Alderman Griffin inquired about inter-library loans. Ms. Braccia said that they could obtain loans through local IGAs and a courier would bring twice weekly, but the frequency could be determined.

Alderman Quinn wanted to know who paid for the courier. Ms. Braccia said that was part of the contract agreement pricing.

Alderman Reaves commented on the local control Avenue would allow.

Mr. Gretsas recapped all that Avenue could offer.

The following citizens spoke in opposition of a contract with Avenue Insight and Analytics:

Mike Sisson, 3882 Haynes Rd. Mr. Sisson argued that contracting with Avenue would shrink the collection and reduce the resources to the most popular books. He said that access to the Benjamin Hooks library would be suspended unless citizens purchased a non-resident MPL card for \$50.00. He also stated that currently one can receive books within 1-2 days.

David Bensman, 7004 Canehill Lane, was concerned about a corporation making a profit in a non-profit organization. He was also about current employees re-interviewing and he wanted to make sure qualified librarians were still employed. He wishes to stay with MPL.

Lynn Chambers, 3596 Gailyn Dr., had reservations that the city would be exchanging community service for profit.

Teresa House-Hatfield, 6476 Gillia Circle S, said she was a member of the Friends of the Library. She said she had visited the Germantown Library managed by Avenue and was not impressed. She was also concerned about losing history and access to thousands of materials.

Eileen Prout, 5159 Creek Cove, prefers to belong to a group of libraries and have access to books in a timely manner.

Beth Smith, 8445 Wolf Pine Lane, wants to keep the partnership with the larger Memphis community.

Stefanie McGee, 3547 Ripplechase Dr., expressed concerns of losing 90 percent circulation availability and having to pay \$50.00 to regain access. She asked the administration to listen to the citizens and review the contract between MPL and the City of Bartlett.

Jeff Berry, 6313 Constance, told the board that he had held a library card for 50 years. He was not supportive of relinquishing access to 1.5 million books, the children's section at Benjamin Hooks, and having to pay.

William McManus, 6486 Ruffle Cove, was neither for nor against changing management services, but would have liked to have seen multiple bids and hated to lose access to rare reference books.

The following citizens spoke in favor of a contract with Avenue Insights and Analytics:

Wendy Lynn, 6343 Thistle Point, was in favor of entering a contract and stated that Bartlett's readership percentages have declined in conjunction with students' test scores.

Kathy Herbert, 4224 Lark Hill Cove, commented that the Bartlett Library had deteriorated and the Germantown Library was nice.

7. Managed Services for the Bartlett Recreation Center.

Director of Parks and Recreation Paul Wright made a presentation to the board regarding the operating losses of the Bartlett Recreation Center and the strategies to become revenue neutral within seven years. The board asked questions regarding other cities, reasoning's behind the struggle for membership retention, percentages of non-residents, and capital expenditures. Facility Manager Michael Goldberg shared thoughts regarding pandemic hurdles, area boutique fitness businesses emerging, and the growth of fitness centers in surrounding areas that had none when the BRC was built in 2000. Discussion was also made regarding purchasing verses leasing equipment and concerns for current employees.

Brian McLaughlin representing the YMCA shared some of the mission of the Y which includes, partnering with schools, churches, and the community to serve. He reiterated that the city owns the facility and the YMCA would provide services and each community builds its own culture at a YMCA. They would update and upgrade the facility and equipment. He gave statistics that approximately 3000 Bartlett citizens are currently driving to other YMCAs. They do not intend to increase rates. He said all seniors with the ability to use an insurance program such as Silver Sneakers or Silver and Fit would be able to attend. In addition, they are working with their other contracted insurance plans to make available those programs to Bartlett members. He stated that if approved, it would be a one-way reciprocity where only members of the Bartlett facility could attend, but Bartlett members would have access to other YMCAs in Memphis and the Mid-South. Mr. McLaughlin also said that the YMCA had guaranteed every full and part-time employee positions at the same rate or better. He shared how the YMCA would invest and fundraise for improvements.

Alderman Reaves asked about the negative connotation of the YMCA being "inner-city".

Mr. McLaughlin explained that each YMCA creates its own culture and each are operated independently. There will also be a city advisory board as well as a local board of directors.

Alderman King asked about benefits.

Mr. McLaughlin said that the YMCA will honor time in service.

The following citizens spoke in opposition of a contract with the YMCA for managed services of the Bartlett Recreation Center.

Christine Richards, 8855 Memphis-Arlington Road, stated the YMCA wanted to come here because there was already a facility. She expressed concerns on non-members attending regardless of the policy. She said the city had room to increase rates and keep managing the facility.

Linda Booth, 5701 Sleepy Woods Cove, felt this decision was underhanded and wrong and that the board should listen to the citizens.

Dave Bensman, 7004 Canehill Lane, was against a 25 year lease.

Tim Edwards, 9129 Anderton Springs Dr., appealed to the board to view the Bartlett

Recreation Center as a community service, not a balance sheet. He asked them to think about their legacies and not go against the will of the people.

The following citizens spoke in favor of a contract with the YMCA for managed service of the Bartlett Recreation Center:

Carey Vaughn, 2941 Kate Bond, touted the services of the YMCA.

Mr. and Mrs. Johnny London, 3737 Davies Manor, applauded the exemplary management and leadership styles of the YMCA.

Pierce Cannon, 7933 Hyman Dr., previously worked for the BRC and has always wanted more for this facility. He believes that a partnership with the YMCA would be great.

Cathy Bickers, 6453 Baird Lane, was in favor of getting rid of the city's debt and partnering with the YMCA. She feels an upgrade to the facilities is needed.

Beth Smith, 8445 Wolf Pine Lane, shared a personal experience with Y Care. She is in favor.

Nick Brimhall, 9221 Hillman Way Dr., said his family uses the BRC more than five times a week. He thanked the board for a well-run city and for prioritizing paying bills and avoiding deficits. He also thanked the board for addressing this issue and working on a plan to continue providing a place to work out, swim, and socialize. He is in favor.

Shirley Jackson, 6127 Yorkhill Dr. Ms. Jackson is a Bartlett City School Board member and stated that she appreciated the way that the city allocated and delegated tax payer dollars. She said that when the Bartlett City School Board has to ask the Board of Mayor and Aldermen for money to build a new school, she didn't want to hear that there was no money. The felt this was one way to invest dollars into areas that Bartlett needs such as roads, pay, benefits, etc. She supports the YMCA.

Lynsey Felsburg, 3173 Woodsman Lane, shared her positive experience as an employee of the YMCA.

Samantha Leigh, 3919 Black Walnut Drive, believes a partnership with YMCA would be a community builder.

Crystal Dondy, 2349 Champaign St., advocated the YMCA wholeheartedly. She stated she was a hometown gal, but took her dollars outside the city to join the YMCA rather than the BRC.

Ann Sidel, Cordova, TN, is a fitness instructor at both the YMCA and the BRC. She doesn't believe the culture at the BRC would change. She is in favor.

Mike Sisson, 3882 Haynes, is in favor of a management transition to the YMCA but suggested a renegotiation of the 25 year lease. He suggested a 10 year lease with five year renewals.

UNFINISHED BUSINESS

- I **Third Reading of Ordinance 23-08, an ordinance to amend the City of Bartlett Zoning Ordinance, by amending Article I, Section 2, Definitions, to add Smoke Shop and Tobacco Store; and, to amend Article V, Chart I, Uses Permitted, to add Smoke Shops and Tobacco Stores in certain Zoning Districts with a Special Use Permit. (Kim Taylor, Director of Planning and Economic Development)**

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

- 2 **Third Reading of Ordinance 23-09, an ordinance to amend the City of Bartlett Zoning Ordinance, by amending Article I, Section 2, Definitions, to add Hookah Lounge and Other Smoking Lounges; and to amend Article V, Chart I, Uses Permitted, to add Hookah Lounges and Other Smoking Lounges in the C-H Highway Business Zoning District with a Special Use Permit. (Kim Taylor, Director of Planning and Economic Development)**

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

- 3 **Third Reading of Ordinance 23-10, an ordinance to amend the City of Bartlett Zoning Ordinance, by amending Article I, Section 2, Definitions, to add Small Box Retail Stores, Liquidation Stores, and Liquidation Warehouse Sellers; and, to amend Article V, Chart I, Uses Permitted, to add Small Box Retail Stores, Liquidation Retail Stores, and Liquidation Warehouse Sellers in certain Zoning Districts with a Special Use Permit; and add to Article VI, Supplementary District Regulations, Section 31, Small Box Retail Stores. (Kim Taylor, Director of Planning and Economic Development)**

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

- 4 **Third Reading of Ordinance 23-11, an ordinance amending Title 2, Chapter 6, Section 2-601, Membership, of the Codified Ordinances of the City of Bartlett, Tennessee, to be consistent with State law by permitting a person designated by the mayor to serve on the Planning Commission in lieu of the mayor. (Ed McKenney, City Attorney)**

Minutes Acceptance: Minutes of Jan 9, 2024 6:00 PM (MINUTES ACCEPTANCE)

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

- 5 **Third Reading of Ordinance 23-12, an ordinance to amend Title 2, Chapter 5, Section 501, City Beautiful Commission, of the City of Bartlett Code of Ordinances to stagger the terms of members serving on the City Beautiful Commission. (Ed McKenney, City Attorney)**

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

CONSENT AGENDA

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

- 1 **Special event permit for Memphis Runners Track Club Winter Off Road Series 8K. (Trey Arthur, Director of Code Enforcement)**
The event will be held on Sunday, February 11 from 12 p.m. to 4 p.m. at Nesbit Park.
- 2 **January 2024 Planning Commission Report. (Kim Taylor, Director of Planning and Economic Development)**
1. Special Use Permit: School Use, 9375 Davies Plantation Road (Roy Lamica, EFI Global)
Decision: Motion made to continue until a traffic study can be completed. All members voted Yes. Continued until results of a traffic study are brought before Planning Commission.
 2. Site Plan: MMK Lot 12, Northeast Corner of Ladurl Drive and Ladurl Cove (Roy Lamica, EFI Global)
Decision: Approved with conditions of staff.
 3. Site Plan: Shamali Subdivision Lot 1, 7771 Highway 70 (David Bray, The Bray Firm)
Decision: Approved with conditions of staff.
 4. Annexation: Resolutions 01-24, 02-24, 03-24, and 04-24. Resolutions to annex three parcels in the Bartlett Annexation Reserve Area, adopt a Plan of Services for these three areas, and establish zoning under the City of Bartlett Zoning Ordinance.
Decision: Approved with conditions of staff.
 5. Public Hearing/Rezoning: Ordinance 24-01 An ordinance to rezone Warlick and Marshall Properties from "CA" Conservation Agricultural and "AO" Agriculture and Open Land to "I-O" Warehouse and Wholesale in conjunction with the annexation, Northeast Corner of Walter Singleton Parkway and Bolen Huse Road.
Decision: Approved with conditions of staff.

3 Authorization to auction surplus property. (Dick Phebus, Director of Finance)

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

4 Treasurer's Report for November 2023. (Dick Phebus, Director of Finance)

Budgeted Expenditures:	\$105,587,418
Year-to-date Expenditures:	\$48,061,540
Budgeted Revenues:	\$105,587,418
Year-to-date Revenues:	\$28,268,480

NEW BUSINESS

I Contract with Avenu Insights and Analytics for managed services for the Bartlett Public Library. (David Parsons, Mayor)

RESULT:	APPROVED [4 TO 2]
MOVER:	David Reaves, Alderman
SECONDER:	Jack Young, Vice Mayor
AYES:	Brad King, David Reaves, Monique L. Williams, Jack Young
NAYS:	Robert Griffin, Kevin Quinn

Alderman Quinn made a motion to give Memphis Public Library and additional 30 days.

The motion failed due to lack of a second motion.

3 Contract with the YMCA for managed services for the Bartlett Recreation Center. (David Parsons, Mayor)

RESULT:	APPROVED [5 TO 1]
MOVER:	David Reaves, Alderman
SECONDER:	Brad King, Alderman
AYES:	Brad King, Robert Griffin, David Reaves, Monique L. Williams, Jack Young
NAYS:	Kevin Quinn

4 Set a Public Hearing for February 13, 2024 for Resolution 01-24, a resolution to annex the Ann Dunlap Warlick, Trustee of the Ann Dunlap Warlick Living Trust Property known as Parcel IDs: D013700114 and D013700113 as shown on the Tax Map Number 73 in the Shelby County Tax Assessors office and being a parcel of land conveyed to the Ann Dunlap Warlick, Trustee of the Ann Dunlap Warlick Living Trust Property by deed recorded in instrument 21094025 in the Shelby County Register of Deeds Office upon written consent of the owners and to incorporate the same within the boundaries of the City of Bartlett, Tennessee. (Kim Taylor, Director of Planning and Economic Development)

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

- 5 Set a Public Hearing for February 13, 2024 for Resolution 02-24, a resolution calling for a public hearing on the proposed annexation of the Ann Dunlap Warlick, Trustee of the Ann Dunlap Warlick Living Trust Property known as Parcel IDs: D013700114 and D013700113 as shown on the Tax Map Number 73 in the Shelby County Tax Assessors office and being a parcel of land conveyed to the Ann Dunlap Warlick, Trustee of the Ann Dunlap Warlick Living Trust Property by deed recorded in instrument 21094025 in the Shelby County Register of Deeds Office upon written consent of the owners and approving a plan of services. (Kim Taylor, Director of Planning and Economic Development)

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

- 6 Set a Public Hearing for February 13, 2024 for Resolution 03-24, a resolution to annex the Gordon Marshall Property known as Parcel ID D014700014 as shown on the Tax Map Number 73 in the Shelby County Tax Assessors office and being a parcel of land conveyed to Gordon D. Marshall by deed recorded in instrument DE5180 in the Shelby County Register of Deeds Office Upon Written Consent of the Owners and to Incorporate the Same within the Boundaries of the City of Bartlett, Tennessee. (Kim Taylor, Director of Planning and Economic Development)

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

- 7 Set a Public Hearing for February 13, 2024 for Resolution 04-24, a resolution calling for a public hearing on the proposed annexation of the Gordon Marshall Property known as Parcel ID D014700014 as shown on the Tax Map Number 73 in the Shelby County Tax Assessors office and being a parcel of land conveyed to Gordon D. Marshall by deed recorded in instrument DE5180 in the Shelby County Register of Deeds Office upon written consent of the owners and approving a plan of services. (Kim Taylor, Director of Planning and Economic Development)

Minutes Acceptance: Minutes of Jan 9, 2024 6:00 PM (MINUTES ACCEPTANCE)

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

- 8 Resolution 05-24, a resolution to amend the FY2024 General Fund budget to recognize Shelby County District Attorney General's Office grant award totaling \$30,000 to the Bartlett Police Department for public safety purposes. (Dick Phebus, Director of Finance)

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

- 9 First Reading of Ordinance 24-01, an ordinance to rezone from "CA" Conservation Agriculture to "I-O" Wholesale and Warehouse, and from "A-O" Agricultural and Open Land to "I-O" Wholesale and Warehouse Property on the northeast corner of Singleton Parkway at Bolen Huse. (Kim Taylor, Director of Planning and Economic Development). The public hearing was set for February 13, 2024.

RESULT: APPROVED ON FIRST READING [UNANIMOUS] Next: 1/23/2024 6:00 PM
MOVER: David Reaves, Alderman
SECONDER: Robert Griffin, Alderman
AYES: Brad King, Robert Griffin, David Reaves, Monique L. Williams, Jack Young, Kevin Quinn

OPEN DISCUSSION

ADJOURNMENT

Meeting adjourned at 9:36 PM

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

David Parsons, Mayor

Minutes Acceptance: Minutes of Jan 9, 2024 6:00 PM (MINUTES ACCEPTANCE)



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

SCHEDULED

ORDINANCE (ID # 3479)

Meeting: 01/23/24 06:00 PM

Department: Planning and Economic Development

Category: Amendment

Prepared By: Melissa Hale

Initiator: Kim Taylor

Sponsors:

DOC ID: 3479 A

Ordinance 24-01, an ordinance to rezone from “CA” Conservation Agriculture to “I-O” Wholesale and Warehouse, and from “A-O” Agricultural and Open Land to “I-O” Wholesale and Warehouse Property on the northeast corner of Singleton Parkway at Bolen Huse.

WHEREAS, the City of Bartlett is initiating this request with owner consent to rezone property described herein from “CA” Conservation Agriculture to “I-O” Wholesale and Warehouse; and from “A-O” Agricultural and Open Land to “I-O” Wholesale and Warehouse; and

WHEREAS, a public hearing was held before the City of Bartlett Planning Commission on the 2nd day of January 2024, and notice thereof published in *The Bartlett Express*, and made a favorable recommendation to the Board of Mayor and Aldermen that the proposed rezoning be approved; and

WHEREAS, a public hearing was held before this body on the 13th day of February 2024, and notice thereof published in *The Bartlett Express*,

NOW, THEREFORE, be it ordained by the Board of Mayor and Aldermen of the City of Bartlett:

SECTION 1. The property described as follows is hereby rezoned from “CA” to “I-O” and from “A-O” to “I-O”.

Being a description of the Ann Dunlap Warlick, Trustee of the Ann Dunlap Warlick Living Trust Property Parcel IDs: D013700114 and B013700115 as recorded in instrument 21094025 and the Gordon D. Marshall Property Parcel ID D014700014 as recorded in Instrument DE5180.

SECTION 2. SEVERABILITY - Should any provision or part of this Ordinance be rendered void or unenforceable by any court of law, statute or other authority, the rest and remainder of this Ordinance shall remain in full force and effect.

SECTION 3. EFFECTIVE DATE - This Ordinance shall be effective from and after its final passage, the public welfare requiring it.

First Reading: January 9, 2024

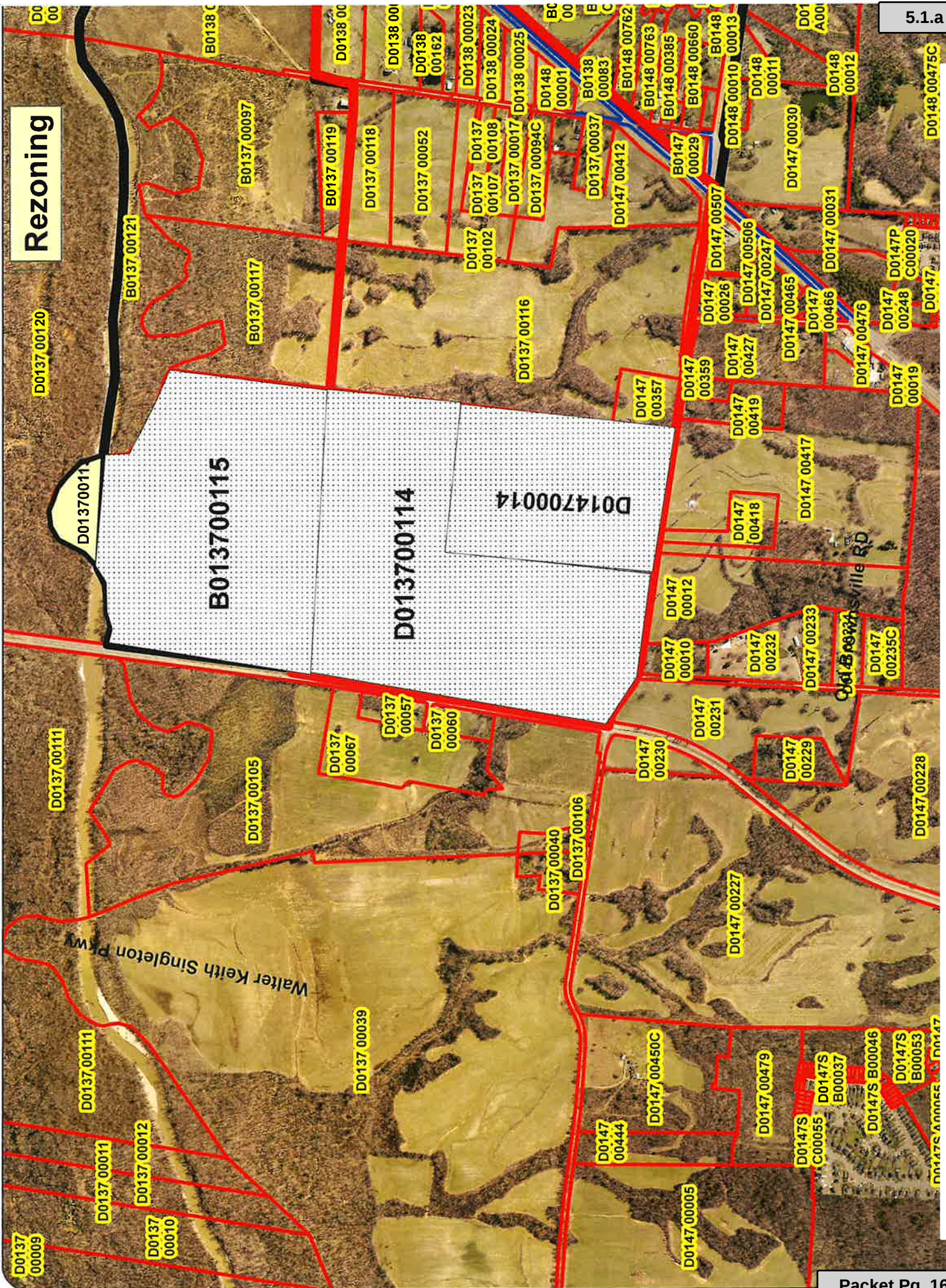
Second Reading: January 23, 2024

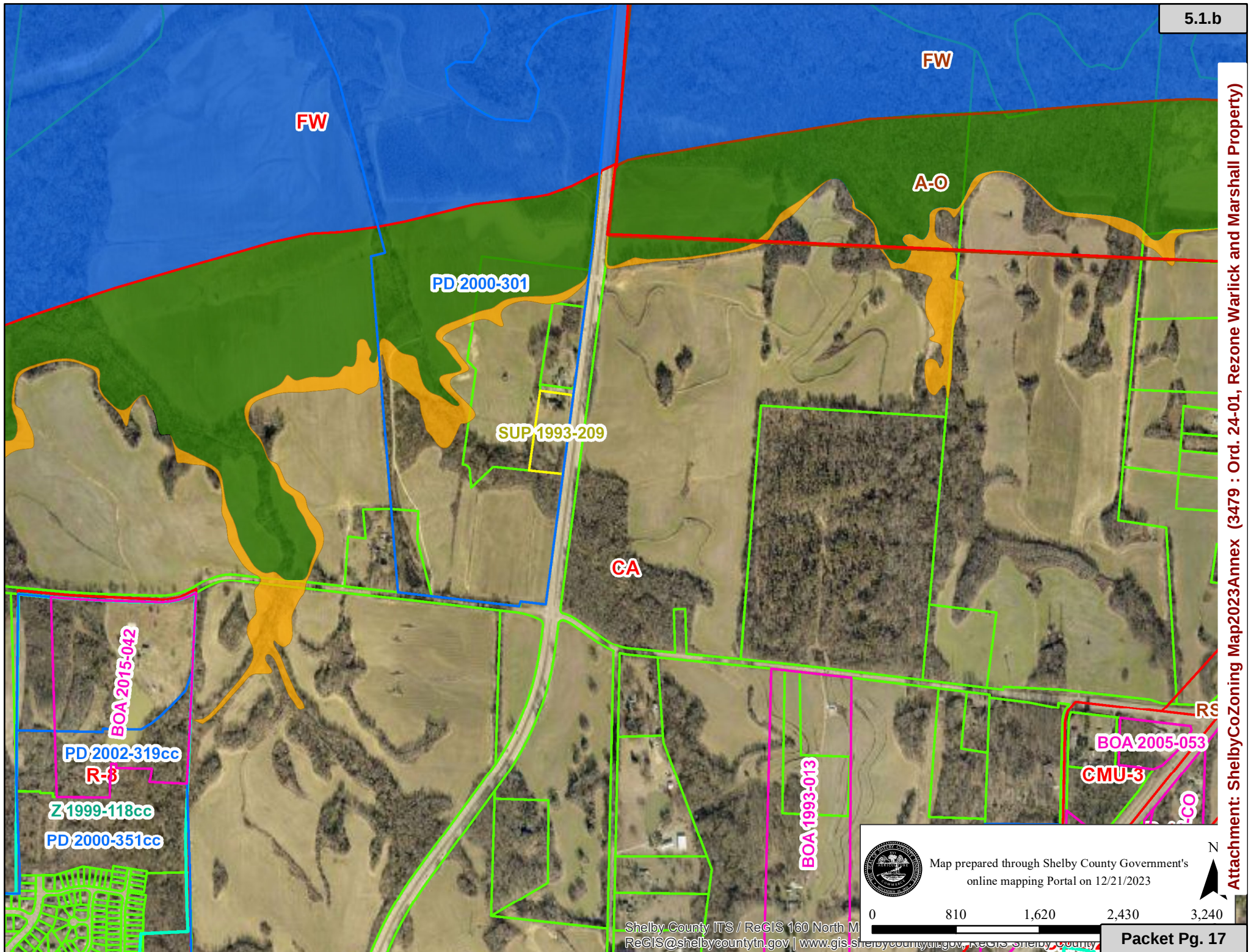
Third Reading: February 13, 2024

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

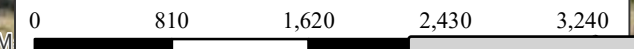
David Parsons, Mayor

Attest: _____
Penny Medlock, City Clerk





Map prepared through Shelby County Government's
online mapping Portal on 12/21/2023



**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

SCHEDULED**AGENDA ITEM**

Meeting: 01/23/24 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 STATION COMMISSION

NAME	TERM EXPIRES	NEW/ RE-APPOINT
Clinton, Kris	12/31/2025	New Appointment (replacing Mallory Byrd)
Coleman, Suzanne	12/31/2029	Re-appoint
Fernandez, Melissa	12/31/2029	Re-appoint
Hayes, Kenneth	12/31/2029	New Appointment (replacing Jimmy Norman)

BEER BOARD

NAME	TERM EXPIRES	NEW/ RE-APPOINT
Russell, Eric	12/31/2025	Re-appoint

BOARD OF ZONING APPEALS

NAME	SPECIAL NOTES	TERM EXPIRES	NEW/ RE-APPOINT
Conroy, John	Planning Commission Member	12/31/2026	Re-appoint
Hunt, David	Citizen Member	12/31/2026	Re-appoint

BPACC ADVISORY BOARD

NAME	TERM EXPIRES	NEW/ RE-APPOINT
Faulks, Anne	12/31/2026	Re-appoint
Smith, Shirley	12/31/2026	Re-appoint
Willis, Dale	12/31/2026	Re-appoint

CITY BEAUTIFUL COMMISSION

7.1.a

NAME	TERM EXPIRES	NEW / RE-APPOINT
Bailey, Joni	12/31/2026	Re-appoint
Browning, Bill	12/31/2024	Re-appoint
Cole-Reeder, Corinna	12/31/2025	Re-appoint
Gilmer, Kenneth	12/31/2025	Re-appoint
Howe, Linda	12/31/2026	Re-appoint
Martin, Mike	12/31/2025	Re-appoint
Meador, Matt	12/31/2024	Re-appoint
Moore, Tommie Jean (Chairman)	12/31/2026	Re-appoint
Parks, Kenneth	12/31/2025	Re-appoint
Rieman, Laurie	12/31/2026	Re-appoint
Rieman, Tom	12/31/2026	Re-appoint
Robertson, Kathleen	12/31/2025	Re-appoint
Thompson, Danny	12/31/2026	Re-appoint
Winemiller, Karen	12/31/2025	Re-appoint
Winford, Tom	12/31/2024	Re-appoint

Attachment: Appointments to Boards--2024--Agenda (3481 : Appoint and re-appoint Members to City's

CODE APPEALS BOARD

NAME	TERM EXPIRES	NEW/ RE-APPOINT
Ray, Wayne	12/31/2025	Re-appoint
Williams, Warrie	12/31/2025	Re-appoint

DESIGN REVIEW COMMISSION

NAME	SPECIAL NOTES	TERM EXPIRES	NEW/ RE-APPOINT
Canup, Tyler	Lighting Engineer	12/31/2025	Re-appoint
Chandler, Allison	Architect position	12/31/2025	Re-appoint
Evans, Greg	Mechanical Engineer	12/31/2025	Re-appoint
Payne, Jason	Electrician	12/31/2025	Re-appoint

FAMILY ASSISTANCE COMMISSION

NAME	TERM EXPIRES	NEW/ RE-APPOINT
Farley, Michael	12/31/2026	Re-appoint
Lott, Sherrell	12/31/2026	Re-appoint

GRIEVANCE REVIEW BOARD

NAME	SPECIAL NOTES	TERM EXPIRES	NEW/ RE-APPOINT
Bradley, Mirian	Public Works/Utilities/Engineering Representative	12/31/2024	Re-appoint
Goldberg, Michael	Administrative Representative (Admin., Parks, Court, BPACC)	12/31/2024	Re-appoint
Harbold, Karen	Citizen	12/31/2024	New Appointment (replacing Charlene Mitchell)
Maser, Jeremy	Public Safety Representative (Fire, EMS, Police, Codes)	12/31/2024	Re-appoint
Rasbach, Ted	Citizen	12/31/2024	Re-appoint
Young, Jack (Chairman)	Alderman	12/31/2024	Re-appoint

HISTORIC PRESERVATION COMMISSION

NAME	SPECIAL NOTES	TERM EXPIRES	NEW/ RE-APPOINT
Black, Cynthia	Citizen Member	12/31/2028	New Appointment (Replacing Kris Clinton)

PARKS AND REC. ADVISORY BD.

NAME	TERM EXPIRES	NEW/ RE-APPOINT
Fryman, Sharon	12/31/2026	Re-appoint
Jowers, Randy	12/31/2026	Re-appoint
Lyon, Dennis	12/31/2026	Re-appoint

PLANNING COMMISSION

7.1.a

NAME	TERM EXPIRES	NEW/ RE-APPOINT
Demetriou, Ken	12/31/2025	New Appointment (replacing David Parsons)
Easton, Greg	12/31/2026	New Appointment (replacing Jay Caughman, III)
Kaiser, Paul	12/31/2026	Re-appoint
Lamb, James	12/31/2026	Re-appoint

Attachment: Appointments to Boards--2024--Agenda (3481 : Appoint and re-appoint Members to City's

STORM WATER BOARD OF APPEALS

NAME	TERM EXPIRES	NEW/ RE-APPOINT
Marbry, Marty	12/31/2027	Re-appoint

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

SCHEDULED**AGENDA ITEM**

Meeting: 01/23/24 06:00 PM

Department: Finance

Category: Report

Prepared By: Eric Phan

Department Head: Dick Phebus

Treasurer's Report for December 2023.



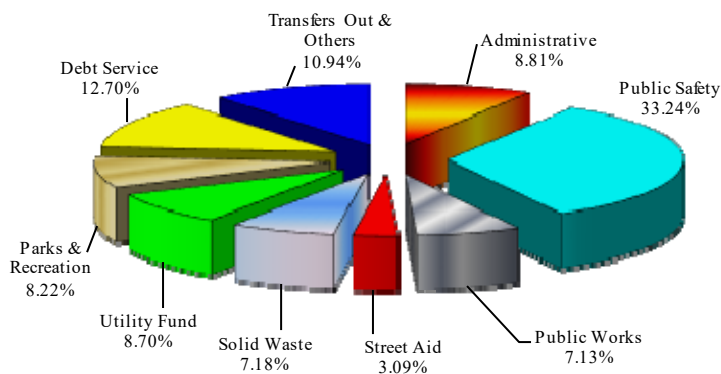
City of Bartlett

FINANCIAL REPORT

December 31, 2023

Total Expenditures, FY 2024 Budget: \$105,587,418

(Does not include School)

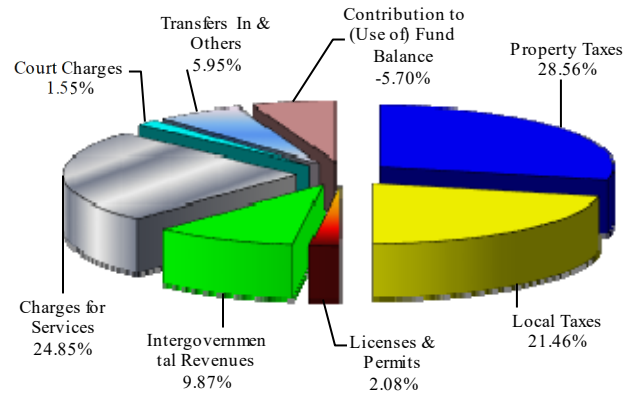


BUDGET HIGHLIGHTS

- June 30, 2023 year-to-date actual is audited.
- Property tax bills were mailed in October and are due February 28.
- Delinquent 2022 property taxes were submitted to the Trustee for collection.

Total Revenues, FY 2024 Budget: \$105,587,418

**WHERE THE \$ COMES FROM
(Does not include School)**



**FY 2024 YEAR-TO-DATE
For The Period Ending December 31, 2023**

	Adopted Budget	Year-to-Date Actual
General Fund Expenditures		
Administrative	\$ 8,316,654	\$ 3,670,211
Public Safety	34,679,607	16,832,920
Public Works	7,384,012	3,431,901
Parks and Recreation	7,818,801	3,917,275
Performing Arts	862,540	412,287
Transfers & Other Gen. Fund Items	6,389,019	6,728,665
Subtotal	\$ 65,450,633	\$ 34,993,259
General Fund Revenues		
Property Taxes	\$ 30,153,000	\$ 17,031,987
Local Taxes	17,881,181	5,695,665
Building and Development Fees	2,191,200	1,276,085
Intergovernmental	8,316,500	2,557,603
Charges for Services	4,507,715	2,279,128
Court Charges	1,337,000	690,503
Other Revenue	1,064,037	478,818
Subtotal	\$ 65,450,633	\$ 30,009,789
Special Rev. Funds - Expenditures	\$ 12,618,476	\$ 7,233,467
Special Rev. Funds - Revenues	\$ 12,618,476	\$ 6,977,199
Utility Expenses	\$ 15,386,187	\$ 10,164,950
Utility Revenues	\$ 15,386,187	\$ 6,426,638
Debt Service Expenditures	\$ 12,132,122	\$ 9,914,506
Debt Service Revenues	\$ 12,132,122	\$ 6,194,242
Total Expenditures	\$ 105,587,418	\$ 62,306,182
Total Revenues	\$ 105,587,418	\$ 49,607,867

Note: FY 2024 Adopted Budget includes use of fund balance in the General Fund, Special Revenue Funds, Utility Fund and the Debt Service Fund.

Attachment: Dec23FinRpt (3480 : Treasurer's Report for December 2023)



City of Bartlett -- Financial Summary

For The Period Ending For The Period Ending December 31, 2023



	FY 2023 Actual	FY 2024 Adopted Budget	Increase/ Decrease in \$	Year-to-Date Actual FY 2023	Year-to-Date Actual FY 2024	Increase/ Decrease in \$	Percent of FY 2023 Actual	Percent of FY 2024 Budget	Increase/ Decrease in %
General Fund Expenditures									
Administrative	\$ 7,401,480	\$ 8,316,654	\$ 915,174	\$ 3,100,271	\$ 3,670,211	\$ 569,940	41.89%	44.13%	2.24%
Public Safety	31,909,622	34,679,607	2,769,985	16,274,368	16,832,920	558,553	51.00%	48.54%	-2.46%
Public Works	6,801,474	7,384,012	582,537	3,338,208	3,431,901	93,693	49.08%	46.48%	-2.60%
Parks and Recreation	7,075,135	7,818,801	743,666	3,585,922	3,917,275	331,353	50.68%	50.10%	-0.58%
Performing Arts	801,412	862,540	61,128	366,188	412,287	46,099	45.69%	47.80%	2.11%
Transfers & Other Gen. Fund Items	8,018,818	6,389,019	(1,629,799)	5,901,019	6,728,665	827,646	73.59%	105.32%	31.73%
Total General Fund Expenditures	\$ 62,007,941	\$ 65,450,633	\$ 3,442,691	\$ 32,565,975	\$ 34,993,259	\$ 2,427,284	52.52%	53.47%	0.95%
General Fund Revenues									
Property Taxes	\$ 29,768,045	\$ 30,153,000	\$ 384,955	\$ 16,887,004	\$ 17,031,987	\$ 144,983	56.73%	56.49%	-0.24%
Local Taxes	16,976,562	17,881,181	904,619	5,618,694	5,695,665	76,971	33.10%	31.85%	-1.24%
Building and Development Fees	1,715,368	2,191,200	475,832	785,756	1,276,085	490,329	45.81%	58.24%	12.43%
Intergovernmental	8,043,637	8,316,500	272,863	2,532,965	2,557,603	24,638	31.49%	30.75%	-0.74%
Charges for Services	4,663,003	4,507,715	(155,288)	2,066,735	2,279,128	212,394	44.32%	50.56%	6.24%
Court Charges	1,331,287	1,337,000	5,713	661,878	690,503	28,625	49.72%	51.65%	1.93%
Other Revenue	1,296,382	1,064,037	(232,346)	222,499	478,818	256,319	17.16%	45.00%	27.84%
Total General Fund Revenues	\$ 63,794,284	\$ 65,450,633	\$ 1,656,349	\$ 28,775,530	\$ 30,009,789	\$ 1,234,259	45.11%	45.85%	0.74%
Special Revenue Funds									
Street Aid Fund	\$ 1,851,698	\$ 3,260,000	\$ 1,408,302	\$ 665,163	\$ 886,000	\$ 220,838	35.92%	27.18%	-8.74%
Solid Waste Fund	6,917,292	7,642,070	724,778	2,732,244	3,676,352	944,108	39.50%	48.11%	8.61%
General Improvement Fund	1,045,060	1,154,800	109,740	443,615	501,604	57,989	42.45%	43.44%	0.99%
Drug Enforcement Fund	192,234	300,000	107,766	62,199	124,435	62,235	32.36%	41.48%	9.12%
DEA Enforcement Fund	112,744	102,500	(10,244)	2,744	803	(1,941)	2.43%	0.78%	-1.65%
Drainage Control Fund	121,509	143,106	21,597	55,295	65,543	10,248	45.51%	45.80%	0.29%
Park Improvement Fund	135,000	0	(135,000)	0	0	0	0.00%	0.00%	0.00%
E-Citation Fund	667	16,000	15,333	0	3,099	3,099	0.00%	19.37%	19.37%
Grant Funds	7,533,785	0	(7,533,785)	3,477	1,975,631	1,972,154	0.05%	0.00%	-0.05%
Special Revenue Funds - Expenditures	\$ 17,909,991	\$ 12,618,476	\$ (5,291,515)	\$ 3,964,736	\$ 7,233,467	\$ 3,268,731	22.14%	57.32%	35.19%
Special Revenue Funds - Revenues	\$ 19,548,168	\$ 12,618,476	\$ (6,929,692)	\$ 4,916,092	\$ 6,977,199	\$ 2,061,107	25.15%	55.29%	30.14%
Utility Fund									
Total Utility Operations	\$ 7,904,678	\$ 14,113,841	\$ 6,209,163	\$ 3,310,432	\$ 9,044,274	\$ 5,733,842	41.88%	64.08%	22.20%
Total Utility Debt Expenses	909,365	1,272,346	362,981	829,683	1,120,677	290,993	91.24%	88.08%	-3.16%
Total Utility Expenses	\$ 8,814,043	\$ 15,386,187	\$ 6,572,144	\$ 4,140,115	\$ 10,164,950	\$ 6,024,835	46.97%	66.07%	19.09%
Total Utility Revenues	\$ 10,973,767	\$ 15,386,187	\$ 4,412,421	\$ 5,363,292	\$ 6,426,638	\$ 1,063,346	48.87%	41.77%	-7.10%
Debt Service Fund									
Total Debt Service Expenditures	\$ 9,089,523	\$ 12,132,122	\$ 3,042,599	\$ 7,002,269	\$ 9,914,506	\$ 2,912,237	77.04%	81.72%	4.68%
Total Debt Service Revenues	\$ 9,315,315	\$ 12,132,122	\$ 2,816,807	\$ 6,165,553	\$ 6,194,242	\$ 28,688	66.19%	51.06%	-15.13%
Total Expenditures	\$ 97,821,498	\$ 105,587,418	\$ 7,765,919	\$ 47,673,095	\$ 62,306,182	\$ 14,633,087	48.73%	59.01%	10.27%
Total Revenues	\$ 103,631,534	\$ 105,587,418	\$ 1,955,884	\$ 45,220,467	\$ 49,607,867	\$ 4,387,400	43.64%	46.98%	3.35%

Attachment: Dec23FinRprt (3480 : Treasurer's Report for December 2023)