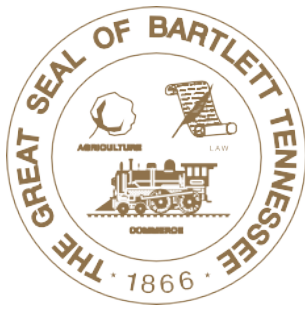




City of Bartlett

David Parsons, Mayor

BOARD OF MAYOR AND ALDERMEN MEETING AGENDA

Tuesday, June 24, 2025 - City Hall Council Chambers - 6:00 PM

INVOCATION

Opening Prayer by Finley Cutshaw, Eastside Baptist Church

FUTURE MEETINGS

Bartlett Station Commission, July 2 at 7:30 a.m.

City Beautiful Commission, July 3 at 6:30 p.m.

Family Assistance Commission, July 7 at 6 p.m.

Planning Commission, July 7 at 6:30 p.m.

RECOGNITIONS

Bartlett City Beautiful Plant Sale Presentation

Bartlett Police Charitable Foundation Presentation

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

MINUTES ACCEPTANCE

- 1 Minutes of the June 10, 2025 Board of Mayor and Aldermen Meeting**

CONSENT AGENDA

- 1 Bid for Fire Department Uniforms. (Tommy Gately, Fire Chief)**

Recommend accepting the bid from MidSouth Solutions for the purpose of fire uniform items beginning July 1, 2025.

- 2 Bid for Wastewater Clarifier Overhaul (John Horne, Director of Engineering)**
Recommend accepting the bid from Chris Hill Construction for wastewater treatment plant clarifier overhaul project.
- 3 Purchase of Water Pumps (John Horne, Director of Engineering)**
Request authorization to purchase a backup US 64 booster water pump, a replacement High Service pump, a backup high service pump, and two backup water well pumps in a total amount of \$83,348.00. Funds are available in 510.51200.945.
- 4 Property, general liability, auto, workers' compensation, and other insurance renewals. (Dick Phebus, Director of Finance)**
Recommend Public Entity Partners insurance renewals for FY2026. (Dick Phebus, Director of Finance)
- 5 Financial Report April 2025. (Dick Phebus, Director of Finance)**

NEW BUSINESS

- 1 Appoint Courtney Sims to the Historic Preservation Commission. (David Parsons, Mayor)**
- 2 Set a public hearing for July 22, 2025 for Resolution 19-25, a resolution approving a Special Use Permit to Allow a Residential Mixed-Use Development to be located at the northeast corner of Highway 70 and Highway 64, within the "SC-1" Planned Unit Commercial Zoning District. (Kim Taylor, Director of Planning and Economic Development)**
- 3 Resolution 21-25, a resolution to amend the fiscal year 2025 Grant Fund budget to provide for transfer of FEMA grant funds to Solid Waste Fund. (Dick Phebus, Director of Finance)**
- 4 Resolution 22-25, a resolution to revise and update several sections of the Personnel Policies for the City of Bartlett, Tennessee. (Lori Von Bokel-Amin, Chief Human Resources Officer)**
- 5 Resolution 23-25, a resolution to adopt Amendment No. 3 to the City of Bartlett Tennessee Retirement Plan. (Lori Von Bokel-Amin, Chief Human Resources Officer)**

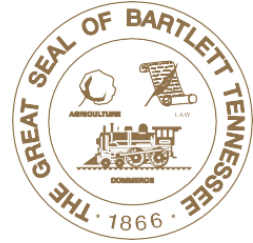
OPEN DISCUSSION

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

Board of Mayor and Aldermen
June 24, 2025

Item Memo



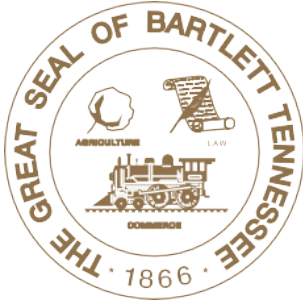
Consent Summary:

Formal Body:

Minutes of the June 10, 2025 Board of Mayor and Aldermen Meeting

Attachments:

Minutes of the Board of Mayor and Aldermen Meeting, June 10, 2025



City of Bartlett

David Parsons, Mayor

Board of Mayor and Aldermen Meeting Minutes Tuesday, June 10, 2025 - City Hall Council Chambers - 6:00 PM

ATTENDANCE

Present: Alderman Robert Griffin, Alderman David Reaves, Alderman Monique Williams, Alderman Jack Young, Alderman Kevin Quinn
Absent: Alderman Brad King

INVOCATION

Opening Prayer by Alderwoman Monique Williams

FUTURE MEETINGS

Parks and Recreation Advisory Board, June 12 at 6 p.m.

Historic Preservation Commission, June 16 at 6:30 p.m.

Bartlett Arts Council, June 17 at 6 p.m.

Design Review Commission, June 17 at 6:30 p.m.

Board of Zoning Appeals, June 19 at 6:30 p.m.

RECOGNITIONS

The United States Army 250th Birthday Commemoration

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

Mayor Parsons presented a proclamation commemorating the United States Army on its 250th birthday. Representatives Lieutenant Steven Londono, First Sergeant Jason Horton and Sergeant Garret Conner were in attendance and Lieutenant Steven Londono thanked the Mayor and City for the recognition.

MINUTES ACCEPTANCE

1 Minutes of the May 27, 2025 Board of Mayor and Aldermen Meeting

Result:	Passed
Mover:	Alderman Jack Young
Second:	Alderman Reaves
Ayes:	Robert Griffin, David Reaves, Monique Williams, Jack Young, Kevin Quinn
Nays:	None
Abstains:	None

PUBLIC HEARING

1 Ordinance 25-02, an ordinance to adopt the 2025-2026 General Fund, Street Aid Fund, Solid Waste Fund, General Improvement Fund, Drug Enforcement Fund, DEA Enforcement Fund, Drainage Fund, Parks Improvement Fund, Bartlett City School Fund, Utility Fund, Debt Service Fund and Capital Improvements Fund budgets.

The following citizens spoke in favor of the proposed budget:

Seth Smith, 3674 Oak Forest Dr., spoke in favor of the budget as both a Bartlett citizen and fire department employee. He thanked the administration for the positive momentum in bringing businesses and family activities to Bartlett as well as competitive pay to recruit and retain personnel.

Sean Phillips, 8330 Rebecca Woods Dr., stated he appreciated the services and community in Bartlett. As a vice president for a large, global insurance company, he attested to the lower property and casualty insurance rates afforded to citizens because of the safety and security provided by Bartlett's police and fire departments. He said the funding, training, and education the City provides to these departments has a positive impact on its safety.

Matthew Grilliot, 3730 Appling Road, told the Board that he had served in the police department for 14 years. As a supervisor on the third shift and for the SWAT team, he knows what is required to protect the City from the criminal element. He said police recruiting and retention is the foundation of public safety. As a lifelong citizen of Bartlett, he said he was a strong supporter of the proposed budget. He shared that the criminal element is growing while those applying for positions to stand against is rapidly reducing. He said applicants must be enticed with better pay and benefits. He said the City of Bartlett was surrounded on three sides by the highest-crime-ranked city in America; however, Bartlett is consistently one of the top 10 safest cities in Tennessee. This is a result of hard-working, dedicated, proactive officers. He said the City must offer competitive pay that reflects their skills, dedication, and sacrifice.

Logan Kicklighter, 3730 Appling Road, expressed strong support of the proposed budget. He thanked the administration for proposals to strengthen and recruit police personnel and for recognizing the critical need to improve the current retirement plan. He said it was more than a policy but a clear signal that employees were valued long term as men and women who serve the City. It demonstrates a commitment to building careers, not filling positions. He summed up by saying this budget proposal gives current and future employees a reason to choose Bartlett.

The following citizens spoke in opposition to the proposed budget:

Christine Richards, 8855 Memphis Arlington Road, acknowledged the hard work of all public safety employees; however, as she has shared in previous meetings, the paid proposal is above the mark. She said the three percent COLA exceeded the Social Security increase by half a percent, making the elderly in the community pay the taxes. Five percent is above what is being proposed

for any other city in Shelby County. She said the enhanced pension benefit of 5-7-5 with a two percent increase to the city's costs, puts an additional tax on citizens. She recommends holding the increase in spending to five percent like the last two years, rather than increasing to 6.8 percent. She said the defined benefit plan increased \$1M this year and will increase by the same for the next 10 to 15 years and be funded by the taxpayers. She said she hopes the media prints that Bartlett adopts the largest tax rate increase in Shelby County, driven by above-market pay increases, additional pension benefits, and a seven percent growth in government expenditures. She is disappointed in the lack of thoughtful attention to the taxpayer constituents.

Glenda Washam, 6644 Bright Star, complained about the children from Altruria Elementary throwing rocks and sticks at her dogs. She believes this is because the trees and sidewalks at the school are not maintained. She said she pays higher property taxes than her property is worth and is against a property tax increase.

Adjourned at 6:24 p.m.

2 Notice of intent to exceed the certified tax rate.

Director of Finance Dick Phebus stated that this notice is a requirement of the State of Tennessee's Comptroller's Office.

No one spoke in favor or opposition.

Adjourned at 6:26 p.m.

3 Ordinance 25-03, an ordinance to levy and assess a tax rate for ad valorem taxes upon real property and personal property in the City of Bartlett for the tax year 2025.

No one spoke in favor.

Christine Richards, 8855 Memphis Arlington Road, spoke in opposition to the 35-cent increase above the certified tax rate.

Adjourned at 6:27 p.m.

UNFINISHED BUSINESS

- 1 Third and Final Reading of Ordinance 25-02, an ordinance to adopt the 2025-2026 General Fund, Street Aid Fund, Solid Waste Fund, General Improvement Fund, Drug Enforcement Fund, DEA Enforcement Fund, Drainage Fund, Parks Improvement Fund, Bartlett City School Fund, Utility Fund, Debt Service Fund and Capital Improvements Fund budgets. (as amended) (Dick Phebus, Director of Finance).**

Result:	Passed
Mover:	Alderman David Reaves
Seconder:	Alderman Young
Ayes:	Robert Griffin, David Reaves, Monique Williams, Jack Young, Kevin Quinn
Nays:	None
Abstains:	None

Director of Finance Dick Phebus notified the Board that prior to the vote there was one amendment to Section 4 under City Fees. The State of Tennessee in recent legislation increased Court fees by one dollar. Court fees increased from \$107.50 to \$108.50.

Alderman Reaves acknowledged the sacrifices employees make to work for the City. He also stated he didn't realize the disparity between pay and benefits in the private sector compared to government. Since he became an alderman, the Board has fixed pay scales, sewers, storm water, and more that have been neglected. He said if the Board doesn't address these issues, the value of property and businesses suffer. He said that the City has only raised taxes three times in the last 20 years. He wanted to go on the record as growing up in Bartlett and choosing to stay in Bartlett when friends have moved to Arlington or Lakeland. He said those municipalities have lower tax rates because they do not provide police and fire services. He said Bartlett has the best of the best and must fund the best of the best. He motioned to amend for an Economic Development Manager and a financial audit for the last three years of the Bartlett Chamber of Commerce and Foundation before funding; and mutually agreed upon KPIs between the City of Bartlett and the Chamber. Mr. Reaves stated that years ago the City gave an Economic Developer to the Chamber, along with funding, to provide economic development for the City. He doesn't feel like the City has received an economic benefit. He would like to reallocate funds in the budget to hire an Economic Development Manager. He also stated that he wanted a financial audit of both the Chamber and the Foundation to ensure that the City is receiving a benefit from the funding the City has provided prior to giving any additional funds. He wants mutually agreed-upon key performance indicators between the City and the Chamber that proves what they are doing for business recruitment and retention.

Vice Mayor Young asked if we had signed any sort of agreement that had been signed with the Chamber. Chief Administrative Officer Steve Sones said that the agreement was ongoing and paid quarterly. The next payment would be in July.

Alderman Quinn said his concern would be that the salary for an Economic Developer may be too low. He wants to make sure it's done right and with a better salary. He also wanted to know who would pay or how we could finance an audit. Alderman Reaves stated that if the Chamber wasn't auditing their financials, there was already a problem. He proposed that Administration review their audits.

Alderwoman Williams asked Alderman Reaves to explain the importance of the Chamber and how it affects not only retail, but the City as a whole. Mr. Reaves stated the Chamber should be the driving force between business recruitment and retention in the industrial, commercial, and small business space. He said the Chamber has been strong on the industrial side in the past, but weak on the small business side. He wishes for more recruitment.

Alderwoman added that bringing business to the City will increase tax revenue.

Mr. Phebus indicated that the line item in the budget would not need to be amended; however, the Chief Human Resources Officer would need to determine the salary and department to which to allocate funding.

Amend to include Economic Development Manager and a financial audit of the Bartlett Chamber of Commerce and Foundation before funding and a mutual agreement upon KPIs between the Chamber and the City.

Result:	Passed
Mover:	Alderman David Reaves
Second:	Alderman Griffin
Ayes:	Robert Griffin, David Reaves, Monique Williams, Jack Young, Kevin Quinn
Nays:	None
Abstains:	None

2 **Third and Final Reading of Ordinance 25-03, an ordinance to levy and assess a tax rate for ad valorem taxes upon real property and personal property in the City of Bartlett for the tax year 2025.** (Dick Phebus, Director of Finance).

Director of Finance Dick Phebus stated the tax rate is proposed at \$1.66 per \$100.00 of assessed property value.

Alderman Quinn motioned to amend the tax rate increase to \$1.56 and fund the employee raises, benefits and the proposed capital improvements, from the Fund Balance of \$1.9 million. He said the Board would need to address the tax rate increase again next year.

The motion failed due to a lack of a second.

Chief Administration Officer Steve Sones presented a slide showing the current proposal for the tax rate at \$1.66 giving a Net Operations Balance of \$704,421.00. The second slide showed Alderman Quinn's amended tax rate of \$1.56 with a Net Operations Balance of a negative of \$1,288,179.00. No changes were made for FY27, FY28, or FY29. A determination would have to be made during the next budget season on how to fund CIP and paving services, either through tax increase or 20-year debt service. Mr. Quinn said he did not propose debt service but using fund balance; however, it would need to be addressed next year. Mr. Sones said the lowest our fund balance dropped this year was \$13M. The City's policy is 25 percent of expenditures plus \$1M, which is about \$19M on average. Mr. Sones stated the Fund Balance can fluctuate as property tax payments are received.

Mr. Phebus addressed the Board and shared that the State of Tennessee Comptroller's Office approves municipalities' budgets, and they discourage cities from using fund balance for recurring expenditures. Mr. Phebus stated that the \$1.2M requested to use in lieu of a tax increase this year was for recurring expenditures. He said this would be a red flag to the Comptroller's Office. He also said that should the City need to issue bonds, the rating company will look for a steady use of fund balance. He said that Fund Balance should be considered an emergency or rainy-day fund. Mr. Phebus responded to Alderman Reaves' question regarding the cost of storms to the City by saying the severe weather storms from a few years ago resulted in the use of \$4M from Fund Balance. Mayor Parsons asked Mr. Phebus how many years is a typical bond amortization? Mr. Phebus said it was typically a 20-year bond and the interest cost as much as the principal and bond. Mr. Phebus said the City has not issued bonds in the last three years and has been able to pay down its debt.

Discussion was made regarding previous accumulations of debt, and that decisions need to be made now and to not delay addressing the issues.

Result:	Passed
Mover:	Alderman David Reaves
Second:	Alderman Young
Ayes:	Robert Griffin, David Reaves, Monique Williams, Jack Young
Nays:	Kevin Quinn
Abstains:	None

CONSENT AGENDA (No Consent Items)

NEW BUSINESS

- 1 Purchase a 10-inch Solenoid Control Valve. (John Horne, Director of Engineering)**

Result:	Passed
Mover:	Alderman David Reaves
Second:	Alderman Griffin
Ayes:	Robert Griffin, David Reaves, Monique Williams, Jack Young, Kevin Quinn
Nays:	None
Abstains:	None

OPEN DISCUSSION

Chief Information Officer Todd Halford thanked Debbie Gelineau and Parks and Recreation for the great job conducting the recent Fishing Rodeo. Approximately 650 children attended. He also announced the upcoming Food Truck Friday, Music By the Lake featuring Almost Famous, the Farmer's Market, and the Plant Swap at the Library.

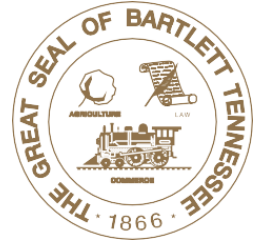
ADJOURNMENT

Adjourned at 7:04 p.m.

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

David Parsons, Mayor

Board of Mayor and Aldermen
Bid Report
June 24, 2025



Consent Summary:

Recommend accepting the bid from MidSouth Solutions for the purpose of fire uniform items beginning July 1, 2025.

Formal Body:

On May 6, 2025 an ad was placed in *The Daily News*. On May 29, 2025, the City of Bartlett received four bids, which were opened at City Hall.

Bids were received from the following companies:

MidSouth Solutions	\$3,223.00 all items
Alpha One Apparel, LLC	\$3,393.81 all items
The Public Safety Store, LLC	\$2,525.87 all items
Galls, LLC	\$2,903.02 all items

We recommend awarding the bid to MidSouth Solutions. While Galls and The Public Safety Store submitted lower overall totals for all items in the bid package, both are located more than 50 miles away, which presents challenges with alterations and fittings. MidSouth Solutions is a local business and is considered the lowest and best bid for Fire Department uniforms. This bid is valid from July 1, 2025, through June 30, 2026, with an option to renew for five additional one-year periods, through June 30, 2031, upon mutual agreement of both parties.

Funds are available in Accounts 110.42200.340 and 110.42300.340.

Thank you for your consideration.

Attachments:

Bid for Fire Department Uniforms 6.13.25

UNIFORMS AND ACCESSORIES
Sealed Bid: FY2025-05-012
Date: May 29, 2025

CITY OF BARTLETT

**6400 STAGE ROAD
BARTLETT, TENNESSEE 38134**

David Parsons, Mayor
Steve Sones, Chief Administrative Officer
Dick Phebus, Finance Director
Tommy Gately, Chief of Fire



REQUEST FOR SEALED BIDS

SB # FY2025-05-012

DUE: Thursday, May 29, 2025, no later than 2:00 p.m. (CST)

UNIFORMS AND ACCESSORIES

BARTLETT FIRE DEPARTMENT

The City of Bartlett is seeking to purchase uniforms and accessories for the **Bartlett Fire Department**, as per the written specifications.

UNIFORMS AND ACCESSORIES
Scaled Bid: FY2025-05-012
Due Date: May 29, 2025

NOTICE TO BIDDERS

Scaled Bids are to be received no later than **2:00 P.M. on Thursday, May 29, 2025**. All bid packets, with ~~a~~ original, clearly identified, and two copies, must be labeled **"FY2025-05-012 "BARTLETT FIRE DEPARTMENT UNIFORMS AND ACCESSORIES"** and addressed as follows:

**MAYOR DAVID PARSONS
CITY OF BARTLETT
6400 STAGE ROAD
BARTLETT, TENNESSEE 38134**

The City reserves the right to reject any and all bids and to waive any informality in the bidding process. The City of Bartlett is an equal opportunity employer. If further information is desired, please contact ~~Tus~~Lin McNeely, EMS Coordinator at 901-385-5535 or email dphebus@cityofbartlett.org

Please quote prices on the attached bid sheet.

We propose to furnish the item(s) listed on the attached form(s) at prices quoted and guarantee safe delivery FOB as specified.

These prices are submitted with a declaration that no Bartlett Aldermen or employees have a financial or ~~bi~~ne lkial interest in this transaction.

J8 & J n::s

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AUDIT, S

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SIGNATURE OF AUTHORIZED
REPRESENTATIVE

Deionnaye McNeely

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PRINT NAME

5/29/25
DATE

The intent of these specifications is to provide sufficient specified information to permit prospective bidders to submit proposals for **Bartlett Fire Department Uniforms and Accessories**, as per the written specifications. The awarded supplier(s) will be required to deliver the uniforms and accessories to the City of Bartlett Fire Department, located at 2939 Altruria Rd, Bartlett, TN 38134.

STATEMENT OF INTENT - EQUALITY AND FAIRNESS

The City of Bartlett will not discriminate against any individual for any reason and will provide services to all citizens in a nondiscriminatory fashion. It is the intent of the city to fully comply with the provisions of Title VI and Title VII of the Civil Rights Act of 1964. The City is committed to a moral, ethical, and legal responsibility to ensure equitable employment practices and the delivery of city services regardless of an individual's race, color, religion, national origin, age, disability, gender, or political affiliation.

GENERAL SPECIFICATIONS

These specifications are intended as minimum requirements. However, it is recognized that each manufacturer has special features that make their equipment unique. Therefore, all bids will be non-binding, but every bidder must state, in detail, where their product fails to meet these specifications. Unless otherwise stated, these specifications are not intentionally written to favor any one manufacturer, and are only for the purpose of indicating generally the type of work required of said bid items. It is the intention of the City to purchase quality products and not necessarily the products with the lowest initial cost.

A. General Requirements

1. All bidders must clearly identify any and all deviations from these specifications that their products may have; however, bids must meet or exceed specifications.
2. Bidder shall include the signed pricing sheet, signed and notarized Public Acts 109 Tinn, and a signed W-9 form for the current year. **Note: An original, clearly marked, and two copies shall be included in the bid package.**
3. Bidder shall submit a single price for each line item on the provided Bid Pricing Sheets. Note: Prices shall exclude all taxes and/or shipping charges.
4. Any/all items delivered as a result of the award of this bid shall not have any obvious defects.
5. The City reserves the right to reject any and all bids.
6. Prompt payment discount shall be considered as a cost factor in this bid. Invoices shall be paid thirty (30) days after receipt of correct invoices.
7. A Purchase Order will be issued on an "as needed" basis.
- All products are to be delivered or picked up as per the purchase order.

B. Firm Pricing and Renewals

Notwithstanding, please see **Bid Pricing Sheets for individual items and pricing. Include one original, clearly identified, and two copies.**

All prices are to remain firm from award date through June 30, 2026 with the **option to renew** for five (5) additional one-year periods, July 1, 2026 through June 30, 2027, July 1, 2027 through June 30, 2028, July 1, 2028 through June 30, 2029, July 1, 2029 through June 30, 2030, and July 1, 2030 through June 30, 2031, upon mutual agreement of both parties and subject to the Terms and Conditions listed in this bid. Prior to any renewal period, the supplier receiving an award may review and request an adjustment of pricing sixty (60) days prior to the beginning of the renewal period.

However, the successful supplier(s) shall be required to give the City of Bartlett the benefit of any general price reduction. Price escalation/de-escalations after the first completed year of the contract shall be limited to five percent (5%) or a maximum based upon the Consumer Price Index for Urban Consumers.

The successful supplier(s) shall provide a written letter from the manufacturer advising of the specific product price increase and the percentage increase. The City of Bartlett reserves the right to reject any increase and may cancel this agreement if the price increase is not agreed upon by both parties.

C. Quantities

Bidders shall submit a single price for each line item. There are no guaranteed quantities or dollar amounts to be purchased against this bid. The successful supplier is required to keep in stock the normal range of uniforms and accessories. **Note:** Bids shall NOT contain minimum quantities or dollar order requirements.

D. Equal or Equivalent Products

Bidders may bid "or equal" or equivalent product(s) to the product specified. However, it must be stated that the item(s) bid are either considered to be equal to or equivalent to the specifications. Bidder must provide the manufacturer and part number if quoting an alternate product.

E. Samples

Prior to the award, samples representing the exact items bid may be required at the expense of the Bidder(s). **Do not automatically submit samples.** If they are required, the Purchasing Agent will contact you, and samples must be furnished within five (5) calendar days upon request. Samples belonging to unsuccessful Bidders must be picked up as soon as possible after the award has been made on the item or items for which the samples have been submitted.

J. Award

The City of Bartlett reserves the right to award this bid on the basis of individual items, groups of items, or the entire list of items, whichever is in the best interest of the City and the Bartlett Fire Department. The City reserves the right to cancel this bid for failure to provide items as per the bid specifications. Cancellation will be subject to not less than thirty (30) days notice.

G. Ordering

The awarded supplier will be contacted by the department via a purchase order to place an order for the required items. For items that require measurements, the employee may choose to go to the awarded supplier's store or have a supplier representative on site. Also, the employee may pick up the order or have it delivered to a specified Bartlett Fire Department location. Note: The awarded supplier (s) shall notify the department of backorder items within two (2) days of receipt of the order.

II. Detailed Requirements

Awarded supplier(s) shall provide each item as complete and all-inclusive; there shall be no extra charges for miscellaneous items such as fittings, alterations, embroidery, trousers hemming, U3, the department patches (provided).
Comply: _____ Exception: _____

Standard and non-standard sized products shall be made available according to the delivery as indicated on the Bid Pricing Sheet under "notes" after receipt of the purchase order. Custom-made items will be the responsibility of the awarded supplier to communicate with the ordering department about all delivery details.
Comply: _____ Exception: _____

Department personnel may pick up merchandise at the awarded supplier's location, or the supplier shall deliver merchandise on an as-needed basis to the Bartlett Fire Department when requested. **Note: There shall be no extra or miscellaneous charge for delivery.**
Comply: _____ Exception: _____

Awarded supplier(s) shall maintain 75% of ordered items in stock at all times. Repeated failure to stock items may result in cancellation of the contract.
Comply: _____ Exception: _____

Bidder shall maintain a place of business within 50 travel miles of the City of Bartlett and/or offer an online web portal.
Name of the online web portal: CAJLJ-17c
Address of nearest place of business: CAJLJ-17c
Comply: _____ Exception: _____

BID PRICING SHEET

*(One original, clearly marked, and two copies, including
the itemized pricing sheets, and one flash drive) and the Public Acts 109 form)*

Catalogue Discounts for items not listed on pricing sheet

Clothing 10 %

Boots 10 %

Accessories 10 %

Other 10 %

msuniforms.com
Name of Catalogue

Bid to include Appendix 1 Excel Bid Pricing Sheets (8 pages) and submitted on flash drive.

Note: Flash Drive to have the original Excel document, no copies or scans will be acceptable.

midsouth Solutions Bridget A midsouthsolutions
NAME OF FIRM Email net

Phannon McMahon 901-373-8597
Authorized Representative Phone Number
(Typed or Printed)

[Signature] 5/29/25
Authorized Representative Signature Date

PUBLIC ACTS 109

"By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalties of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to § 12-12-106."

Full text of Public Chapters can be found on the Tennessee Secretary of State's website: [http://tnsos.org/acts/ PublicActs.109.php](http://tnsos.org/acts/PublicActs.109.php).

Print Name Kaleigh Bartlett
Signed K Bartlett
Title Administrative Assistant

Subscribed and sworn before me this 29 day of May, 2005.

Signed Viquetta Williams Print Name Viquetta Williams

Title Notary Public

My commission expires: Feb 7, 2021, 2021.



NOTE: Bids cannot be considered or awards made to anyone without the above required statement.

**CITY OF BARTLETT
FIRE DEPARTMENT UNIFORMS
FY2018-10-034**

ITEM #	ITEM DESCRIPTION	SPECIFIC BRAND (no substitute)	Mfg. #	UNIT	UNIT PRICE	VENDOR PRODUCT NUMBER	NOTES
	FIRE DEPARTMENT UNIFORMS PANTS						
1	Men's Side-Pocket Pants, Class A Color: Dark Navy Stride: Short, Regular, Long Fabric: Polyester Waist Sizes: 28"-42"	Fechheimer	38200	Each	\$45.00	38200	Hem incl.
2	Men's Side-Pocket Pants, Class A Color: Dark Navy Stride: Short, Regular, Long Fabric: Polyester Waist Sizes: Waist 44" and over	Fechheimer	38200	Each	\$45.00	38200	Hem incl.
3	Women's Side-Pocket Pants, Class A Color: Dark Navy Stride: Short, Regular, Long Fabric: Polyester Women's Sizes: 6-24	Fechheimer	38233	Each	\$45.00	38233	Hem incl.
4	Men's Pants, Command Staff Only Color: Dark Navy Stride: Short, Regular, Long Fabric: Polyester Waist Sizes: 28"-54"	Blauer	8650NV	Each	\$60.00	8650T	Hem incl.
5	Unisex Pants, PDU Class A Color: Dark Navy Stride: Short, Regular, Long Fabric: Polyester Waist Sizes: 28"-54"	5.11 TacLite	74370	Each	\$58.00	74370	Hem incl.
6	Unisex Pants, PDU Class B Color: Dark Navy Stride: Short, Regular, Long Fabric: Polyester Waist Sizes: 28"-54"	5.11 TacLite	74371	Each	\$60.00	74371	Hem incl.
7	Sport-Tek Posi Charge Competitor Pocketed Short Color: Dark Navy Stride: 7" inseam Waist Sizes: XS-4XL	Sanmar	ST349P	Each	\$80.00	ST349P	screenprint logo incl.

**CITY OF BARTLETT
FIRE DEPARTMENT UNIFORMS
FY2018-10-034**

ITEM #	ITEM DESCRIPTION	SPECIFIC BRAND (no substitute)	Mfg. #	UNIT	UNIT PRICE	VENDOR PRODUCT NUMBER	NOTES
	SHIRTS						
8	Men's Long Sleeve Shirt Color: <u>White</u> , Neck Sizes: 14"-22" Material: Polyester	Horace Small	HS1149	Each	\$57.00	HS1149	emblems sewn
9	Men's Short Sleeve Shirt Color: <u>White</u> Neck Sizes: 14"-22" Material: Poly/Cotton	Horace Small	HS1530	Each	\$55.00	HS1530	emblems sewn
10	Women's Long Sleeve Shirt Color: <u>White</u> Women's Sizes: 30"-50" Material: Poly/Cotton	Horace Small	HS1190	Each	\$57.00	HS1190	emblems sewn
11	Men's Short Sleeve Polo Shirt with embroidery Color: <u>Navy</u> Sizes: XS-3XL Material: Polyester	5.11	71049	Each	\$55.00	71049	emb badge, name, yoke incl.
12	Men's Long Sleeve Polo Shirt with embroidery Color: <u>Navy</u> Sizes: XS-3XL Material: Polyester	5.11	72049	Each	\$60.00	72049	emb. badge, name yoke incl.
13	Short Sleeve Tee Shirt Color: <u>White or Black</u> , Sizes: XS-3XL Material: Cotton, 3/pack	5.11	40016	Each	\$35.00	40016	
14	Unisex Shield FlexTech Quarter Zip Job Shirt Color: <u>Dark Navy</u> Sizes: XS-3XL Material: Polyester Microfleece Note: Emblem only, no patches	Elbeco	3774	Each	\$85.00	3774	emb logo, yoke, name incl.

**CITY OF BARTLETT
FIRE DEPARTMENT UNIFORMS
FY2018-10-034**

ITEM #	ITEM DESCRIPTION	SPECIFIC BRAND (no substitute)	Mfg. #	UNIT	UNIT PRICE	VENDOR PRODUCT NUMBER	NOTES

**CITY OF BARTLETT
FIRE DEPARTMENT UNIFORMS
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ITEM #	ITEM DESCRIPTION	SPECIFIC BRAND (no substitute)	Mfg. #	UNIT	UNIT PRICE	VENDOR PRODUCT NUMBER	NOTES
15	BFD Long Sleeve Tee Shirt Color: Ash or Navy, Sizes: XS-3XL Material: Cotton	Gildan	8400	Each	\$15.00	8400	Screenprint Front, Back, Rank
16	BFD Short Sleeve Tee Shirt Color: Ash or Navy, Sizes: XS-3XL Material: Cotton	Gildan	8000	Each	\$13.00	8000	Screenprint Front, Back, Rank
17	BFD Long Sleeve Tee Shirt - Special Order Color: Ash or Navy, Sizes: Tall XS-3XL Material: Cotton	P&C	PC55LST	Each	\$18.00	PC55LST	Screenprint Front, Back, Rank
18	BFD Short Sleeve Tee Shirt- Special Order Color: Ash or Navy, Sizes: Tall XS-3XL Material: Cotton	P&C	PC55T	Each	\$15.00	PC55T	Screenprint Front, Back, Rank
19	BFD Long Sleeve Sweatshirt Color: Ash or Navy, Sizes: XS-3XL Material: Cotton	Gildan	18000	Each	\$25.00	18000	Screenprint Front, Back, Rank
20	Sport-Tek PosiCharge Competitor Long Sleeve Tee Color: Grey Concrete Material: Dri-Fit Note: logo only	Sanmar	ST350LS	Each	\$17.00	ST350LS	Screenprint Logo
21	Sport-Tek PosiCharge Competitor Short Sleeve Tee Color: Grey Concrete Material: Dri-Fit Note: logo only	Sanmar	ST350	Each	\$15.00	ST350	Screenprint Logo

**CITY OF BARTLETT
FIRE DEPARTMENT UNIFORMS
FY2018-10-034**

ITEM #	ITEM DESCRIPTION	SPECIFIC BRAND (no substitute)	Mfg. #	UNIT	UNIT PRICE	VENDOR PRODUCT NUMBER	NOTES
	JACKETS						
22	Lightweight Tac shell Jacket w/Waterproof Lining	Blauer	9820	Each	\$250.00	9820	Emblems Sewn incl.
	Color: Dark Navy Sizes: XS – 3X						
	Outer Shell Material: Nylon						
23	Softshell Fleece Jacket	Blauer	4660	Each	\$150.00	4660	Emb logo, name, yoke incl.
	Color: Navy Sizes: S – 3X						
	Material: Fleece Lengths: Short, Regular, Long						
	Note: Emblem only, no patches						
24	Sweater, fleece lined, full zip	Blauer	227	Each	\$125.00	227	Emblems Sewn
	Color: Navy Sizes: S – 3X						
	Material: Sweater Lengths: Short, Regular, Long						
25	Coat, Single Breasted, Class A	Fechheimer	38803	Each	\$190.00	38803	Patches/Emblems Sewn. incl.
	Color: Navy, Sizes: 34-58						
	Material: Polyester, Regular or Long						
26	Tac Dry Rain Shell	5.11	48098	Each	\$100.00	48098	
	Color: Black, Sizes: S – 3X						
	Material: Nylon						
	Note: No emblems, No patches						
	BOOTS						
27	Boots, Slip-on "Easy Escape"	Redback	UBBK	Pair	\$165.00	UBBK	
	Color: Black, Sizes: 6-12 M						
	Material: Full-grain black leather						
28	Boots, Zipper "Alpha-Force"	Rocky	2173	Pair	\$110.00	2173	

**CITY OF BARTLETT
FIRE DEPARTMENT UNIFORMS
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ITEM #	ITEM DESCRIPTION	SPECIFIC BRAND (no substitute)	Mfg. #	UNIT	UNIT PRICE	VENDOR PRODUCT NUMBER	NOTES
	Color: Black, Sizes: 6-12 M						
	Material: Full-grain black leather						
29	Boots, Pull-on, "Company 3.0"	5.11	12421	Pair	\$120.00 12421		
	Color: Black, Sizes: 6-12 Regular, Wide						
	Material: Full-grain black leather						

**CITY OF BARTLETT
FIRE DEPARTMENT UNIFORMS
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ITEM #	ITEM DESCRIPTION	SPECIFIC BRAND (no substitute)	Mfg. #	UNIT	UNIT PRICE	VENDOR PRODUCT NUMBER	NOTES
30	Boots, Side-zip, "Speed 3.0" Color: Black, Sizes: 6-12 Regular, Wide Material: Full-grain black leather	5.11	12371	Pair	\$120.00	12454	updated vendor style. Same item
31	Boots, Pull-on, "Wellington" Color: Black, Sizes: 6-12 Medium-Extra Wide Material: Full-grain black leather	Rocky	6300	Pair	\$185.00	6300	
32	Boots, Lace-up, "Oxford" Color: Black, Sizes: 6-12, Med., Wide, E-Wide Material: Full-grain black leather	Rocky	2034	Pair	\$75.00	2034	
33	Boots, Lace-up, "High-Gloss" Color: Black, Sizes: 6-12, Med., Wide, E-Wide Material: Full-grain black leather	Rocky	510-8	Pair	\$75.00	510-8	
HATS AND CAPS							
34	Hat, Class A, Military Style Color: Navy, Sizes: 6-1/2 - 7-3/4 Material: Polyester/Gabardine	Midway (or adequate substitute)	4-Star	Each	\$65.00	R112	
35	Ball Cap Solid, Fitted Color: Navy, Sizes: XS/X - L/XL Material: Polyester/Spandex	Richardson	185	Each	\$22.00	185	emb. logo incl.
36	Ball Cap Mesh, Adjustable Color: Navy, Sizes: XS/X - L/XL Material: Cotton Ripstop/Trucker Mesh	Richardson	112	Each	\$22.00	112	emb. logo incl.
37	Skull Cap,	Blauer	160	Each	\$30.00	160	emb. logo incl.

**CITY OF BARTLETT
FIRE DEPARTMENT UNIFORMS
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ITEM #	ITEM DESCRIPTION	SPECIFIC BRAND (no substitute)	Mfg. #	UNIT	UNIT PRICE	VENDOR PRODUCT NUMBER	NOTES
	Color: Navy, Sizes: Regular, X-Large						
	Material: Polyester/Wool blend						
	Note: BFD in White						

**CITY OF BARTLETT
FIRE DEPARTMENT UNIFORMS
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ITEM #	ITEM DESCRIPTION	SPECIFIC BRAND (no substitute)	Mfg. #	UNIT	UNIT PRICE	VENDOR PRODUCT NUMBER	NOTES
38	Additional charge for name embossed on caps			Each	\$10.00	lmb.	
	BELTS						
39	Belt, Ranger	Boston Leather	6612	Each	\$35.00	6612	
	Color: Black, Waist Sizes: 28" - 42"						
	Material: Basketweave Leather						
	Silver or Gold Buckle						
40	Belt, Garrison	Boston Leather	6606	Each	\$22.00	6606	
	Color: Black, Waist Sizes: 28" - 42"						
	Material: Basketweave Leather						
	Silver or Gold Buckle						
41	Belt, Trainer	5.11	59409	Each	\$45.00	59409	
	Color: Black, Waist Sizes: 28" - 42"						
	Material: Nylon Mesh						
	Stainless Steel Buckle						

**CITY OF BARTLETT
FIRE DEPARTMENT UNIFORMS
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ITEM #	ITEM DESCRIPTION	SPECIFIC BRAND (no substitute)	Mfg. #	UNIT	UNIT PRICE	VENDOR PRODUCT NUMBER	NOTES
	MISCELLANEOUS ITEMS						
42	Tie, Clip-on or Velcro	Sam Broome		Each	\$9.00	90029	
	Color: Navy Sizes: 18, 20, 22						
	Material: Polyester						
43	Underwear, Sports Brief	Under Armour	1363622	Each	\$40.00	1363622	
	Color: Black, Waist Sizes: XS - 2XL						
	Material: Cotton/Lycra						
44	Socks, Crew Unisex (Uniform style)	Thor-Lo	WGX	Pair	\$18.00	WGX	
	Color: Navy, Sizes: Select Shoe Size						
	Material: Thor-Ion Acrylic						
45	Socks, Calf-length, Performance	Blauer	SKS16	Pair	\$18.00	SKS16	
	Color: Black, Sizes: Select Shoe Size						
	Material: Coolmax/Spandex						
46	Gloves, Extrication, Ringers Barrier 1, Short Cuff	Firestore	327	Pair	\$75.00	327	
	Color: Safety Green, Sizes: XS - 3XL						
	Material: Thermal Plastic Rubber/Kevlar						
47	Gloves, Extrication,	Firestore	HS4014	Pair	\$75.00	HS4014	
	Color: Safety Green, Sizes: XS - 3XL						
	Material: Thermal Plastic Rubber/Kevlar						
48	Safety Vest, Hi-Visability, Plain	Tact-Squad	128	Each	\$40.00	UM128	
	Color: Safety Green, Sizes: XS - 5XL						
	Material: Hi-Viz Polyester/Silver Reflective Strips						

**CITY OF BARTLETT
FIRE DEPARTMENT UNIFORMS
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ITEM #	ITEM DESCRIPTION	SPECIFIC BRAND (no substitute)	Mfg. #	UNIT	UNIT PRICE	VENDOR PRODUCT NUMBER	NOTES
49	Duffle Bag, Sport	Sanmar	BG99	Each	\$25.00	3699	Logo incld.
	Color: Navy, Size: 12.75"H x 27.25"W x 13.5"D						
	Material: Polyester						
50	5.11 Rush Backpack with name strip	5.11	56892		\$150	56892	velcro name strip
	Color: Black Size: Total Capacity 24 liter						incl.

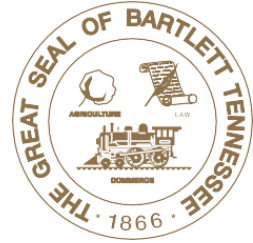
**CITY OF BARTLETT
FIRE DEPARTMENT UNIFORMS
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ITEM #	ITEM DESCRIPTION	SPECIFIC BRAND (no substitute)	Mfg. #	UNIT	UNIT PRICE	VENDOR PRODUCT NUMBER	NOTES
51	Name Plate	Hook Fast	600-3550	Each	\$30.00	600-3550	
	Color: Polished Gold Plating, Size: 3"L x 3/4"H						
	Material: Gold Plating						
52	Collar Insignia, Three Letter - BFD	Premier	3/8S BFD	Each	\$10.00	3/8S BFD	
	Color: Polished Gold Plating, Size: 1/2"						
	Material: Gold Plating						
53	Collar Bugles	Premier	P2616	Each	\$12.00	P2616	
	Color: Polished Gold Plating, Size:						
	Material: Gold Plating						
54	Add on fee for name embroidery	Custom	Sewing	Each	\$10.00	emb	
	End of Requirements						
	MidSouth Solutions					Rhiannon@midouthsolutions.net	
	NAME OF FIRM					Email	
	Rhiannon McMahon					401-373-8597	
	Authorized Representative					Phone Number	
	(Typed or Printed)						

**CITY OF BARTLETT
FIRE DEPARTMENT UNIFORMS
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ITEM #	ITEM DESCRIPTION	SPECIFIC BRAND (no substitute)	Mfg. #	UNIT	UNIT PRICE	VENDOR PRODUCT NUMBER	NOTES
	<i>R. Williams</i>		<i>5/29/25</i>				
	Authorized Representative Signature		Date				

Board of Mayor and Aldermen
June 24, 2025



Item Memo

Consent Summary:

Recommend accepting the bid from Chris Hill Construction for wastewater treatment plant clarifier overhaul project.

Formal Body:

On April 15th, an ad was placed requesting sealed bids for the WWTP#1 Clarifier Overhaul Project. On May 6th, the City of Bartlett received three bids, which were opened at City Hall.

Bids Received from the following companies

Chris-Hill Construction Company, LLC	\$293,745.00
Clean Infusion	\$249,992.00
Traditional Construction Co, Inc	\$288,000.00

We recommend awarding the bid to Chris Hill Construction. While Clean Infusion and Traditional Construction Co submitted lower bids, neither of them fully satisfied bid requests and/or included all requested bidder information, therefore cannot be considered.

Funds are available in Accounts 510.51400.945 and 510.51200.945.

Attachments:

Bid Response Sheet, FY2025 WASTEWATER CLARIFIER OVERHAUL BID

BID RESPONSE SHEET

FY2025-04-009 Wastewater Clarifier Overhaul

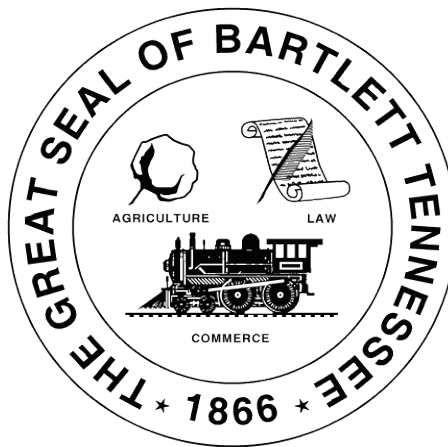
DUE 5/6/2025 AT 2:00 P.M.

COMPANY/BIDDER	TOTAL BASE BID AMOUNT	BIDDERS LICENSE NUMBER	PUBLIC ACTS	TITLE IV	PROOF OF INSURANCE
Chris-Hill Construction Company, LLC	\$ 293,745.00	Yes	Yes	Yes	Yes
Clean Infusion	\$ 249,992.00	No	Yes	Yes	Yes
Traditional Construction Co Inc	\$ 288,000.00 Excludes Torque Testing	Yes	Yes	Yes	Yes

CITY OF BARTLETT

**6400 STAGE ROAD
BARTLETT, TENNESSEE 38134**

**David Parsons, Mayor
Steve Sones, Chief Administrator Officer
Dick Phebus, Finance Director
John Horne, Engineering Director**



REQUEST FOR SEALED BIDS

SB # FY2025-04-009

**A MANDATORY pre-bid conference will be held on Friday,
April 25, 2025 at 9:30 a.m.**

DUE: Tuesday, April 29 2025, no later than 2:00 p.m. (CST)

Wastewater Clarifier Overhaul

Engineering – Wastewater Treatment Division

The City of Bartlett Engineering – Wastewater Treatment Division is seeking bids for labor and materials for the renovation of two (2) circular clarifiers located at WWTP #1.

Wastewater Clarifier Overhaul
Sealed Bid: FY2025-04-009
DUE: April 29, 2025

NOTICE TO BIDDERS

A MANDATORY pre-bid conference will be held on Friday, April 25, 2025 at 9:30 a.m.

Sealed bids are to be received no later than **2:00 P.M. on Tuesday, April 29th 2025**. All bid packets, with an original, clearly identified, and two copies, must be marked **“FY2025-04-009 “Wastewater Clarifier Overhaul”** and addressed as follows:

**MAYOR DAVID PARSONS
CITY OF BARTLETT
6400 STAGE ROAD
BARTLETT, TENNESSEE 38134**

For questions, please contact William Kain at wkain@cityofbartlett.org or 901-350-6450. Deadline for these questions will be at the mandatory pre-bid meeting on April 25, 2025.

The City reserves the right to reject any and all bids, accept bids in part or whole, waive defects, informalities, technicalities, or minor irregularities in bids or bid process, and to make bid awards as deemed to be in the City’s best interest. An award, if made, will be made to the successful Bidder deemed most responsive and responsible and whose bid is deemed to be most advantageous for the City of Bartlett. The City of Bartlett is an equal opportunity employer. If further information is desired, please contact Dick Phebus, Finance Director at 901-385-6400 or email dphebus@cityofbartlett.org

Please quote prices on attached bid pricing sheet and enclose all specification sheets.

The propose is to furnish the item(s) listed on attached form(s) at prices quoted.

These prices are submitted with a declaration that no Bartlett Aldermen or Employee has a financial or beneficial interest in this transaction.

NAME OF FIRM

EMAIL (please print legibly)

ADDRESS

PHONE

SIGNATURE OF AUTHORIZED
REPRESENTATIVE

PRINT NAME

DATE

INTENT

The intent of these specifications is to provide sufficient specified information to permit prospective bidders to submit sealed bids for the installation of, **Replacement Clarifier Weirs and scum baffles (materials provided). Installation of new center drive units (provided). Replacement of walkway surface. Recoating steel components of each two (2) final clarifiers for WWTP #1 operated by the City of Bartlett Engineering Department– Wastewater Treatment Division.**

STATEMENT OF INTENT – EQUALITY AND FAIRNESS

The City of Bartlett will not discriminate against any individual for any reason and will provide services to all citizens in a nondiscriminatory fashion. It is the intent of the City to fully comply with the provision of Title VI and Title VII of the Civil Rights Act of 1964. The City is committed to a moral, ethical, and legal responsibility to ensure equitable employment practices and the delivery of city services regardless of an individual's race, color, religion, national origin, age, disability, gender or political affiliation. Include Title VI forms (pages 17-20)

GENERAL SPECIFICATIONS

These specifications are intended as minimum requirements. All bids will be considered, but every Bidder must state, in detail, where their bid fails to meet these specifications. Unless otherwise stated, these specifications are not intentionally written to favor any one contractor, and are only for the purpose of indicating generally the type of work required of said bid items. It shall be the Bidder's responsibility to carefully examine each item of the specifications.

All Bidders must clearly identify any and all deviations from these specifications that they may have; however, bids must meet or exceed specifications.

1. Each Bidder shall include the signed pricing sheet, signed and notarized Public Acts 109 form (page 15) and current, signed W-9 form. Note: An original, clearly marked, and two copies shall be included in the bid package.
2. Each Bidder shall submit a list of three or more references, (page 16) including names and phone numbers, from governmental agencies (city or county) where the Bidder has provided solid waste collection services, including dates of the services.
3. The City reserves the right to reject any and all bids. Failure to respond to each section of the technical specifications may cause the bid to be rejected.
4. The City reserves the right, in its sole discretion, to approve as an equal, or to reject as not being equal, any item the Bidder proposed to furnish which contains minor variations from specification requirements but may comply substantially therewith. Items exceeding specifications will be considered as meeting specifications.
5. The City reserves the right to make such investigation as it deems necessary to determine the ability of any submitting entity to perform the work or service requested, and to determine the most responsive and responsible Bidder. Information the City deems necessary to make this determination shall be provided by the submitting entity. Such information may include, but is not limited to, current financial statements by an independent CPA, verification of availability of equipment and personnel, and past performance records.

1. SCOPE OF SERVICES

The purpose of this bid is to supply the labor, any materials/hardware provided to replace clarifier weirs, and scum baffles (FRP materials provided). Installation of new center drive units (provided). Removal and replacement of cat walk surface. Strip and recoating of steel components for each two (2) final clarifiers at WWTP #1 operated by the City of Bartlett Engineering Department – Wastewater Treatment Division.

1.1 INSPECTION OF SITE

A MANDATORY pre-bid conference will be held on Friday, April 25, 2025 at 9:30 a.m. (CST) to address your questions and provide additional information for this proposal. All interested respondents will be required to attend this meeting. The pre-bid conference will be held at the Bartlett Wastewater Treatment Plant 5258 Shelter Run Lane, Bartlett, TN 38135. Failure to attend this meeting will result in the rejection of your proposal.

2. SUBMISSION OF BID DOCUMENTS

The Bid, with attachments, must be placed in a bid envelope, sealed, and delivered to the City of Bartlett. The envelope containing the Bid and attachments must be plainly marked with the following information on the outside of the bid envelope.

- a) The Bidder's name and Address
- b) Due Date of Bid package
- c) Project Title, FY2025-04-009 Wastewater Clarifier Overhaul
- d) Bidder's License Number and expiration date, if applicable

The following items **SHALL** be returned in the bid package for consideration: **(Failure to provide appropriate information SHALL be just cause for rejection of the bid.)** Note: An original, clearly marked, and two copies shall be included in the bid package.

- a) Complete Bid (include answers on how contractor meets or exceeds specifications)
- b) Bid Pricing Sheet
- c) Title VI Form
- d) Public Acts (signed and notarized)
- e) Proof of Insurance
- f) Class I Sanitary Landfill Permit

The City requests that all bid documents be submitted to the City of Bartlett's Mayor's Office, 6400 Stage Road, Bartlett, TN 38134 no later than 2:00 P.M. (CST) on Tuesday, April 29, 2025.

3. ADDITIONAL INFORMATION

If any questions or responses require revisions to the solicitation as originally published, such revisions will be by formal amendment only. Bidders are cautioned that any written or oral representations made by any City of Bartlett representative or other person that appear to change materially, conflict with, or modify any portion of the solicitation shall not be relied upon unless subsequently ratified by a written amendment to this solicitation issued by the City. For determination of whether an oral or written representation of any City representative or other person requires that an amendment be issued, contact Dick Phebus at (901) 385-6400 or email dphebus@cityofbartlett.org.

4. INSURANCE

A. General Requirements - The contractor shall be responsible from the time of signing the contract or from the time of the beginning of the first work, whichever shall be earlier, for all injury or damage of any kind resulting from this work to persons or property. In addition to the liability imposed upon the contractor on account of bodily injury (including death) or property damage suffered through the Contractor's negligence, which liability is not impaired or otherwise affected hereby, the Contractor assumes the obligation to protect, defend, indemnify and hold the **City of Bartlett and the State of Tennessee**, its officers, employees and agents free and harmless from and against any and all losses, penalties, damages, settlements, cost, charges, professional fees or other expenses or liabilities of every kind and character arising out of or relating to any and all claims, liens, demands, obligations, actions, proceedings or causes of action of any kind and character in connection with or arising directly or indirectly out of this Contract and/or the performance hereof by act or omission of the Contractor or Subcontractor, or anyone either (a) directly or indirectly employed or (b) under the supervision of any of them in the execution of the Work included in this Contract.

B. In addition to the indemnification provided in paragraph A.1, the Contractor, upon award of the Contract, shall provide, at his own cost and expense, the following insurance to the City of Bartlett with insurance companies acceptable to the City and licensed in the State of Tennessee, which insurance shall be evidenced by certificates and/or policies as determined by the City. All policies will provide for thirty (30) days written notice to the City of Bartlett of cancellation of coverage provided. **Note: A ten (10) day notice applicable to non-payment of premium.** If insurer is not required by the policy terms and conditions to provide written notice of cancellation to the City of Bartlett, the Contractor is responsible and must provide immediate notice to the City, in writing, of cancellation of the policies and evidence of replacement coverage with no lapse in coverage. The notice thereof shall be "by registered mail, return receipt requested," for all the following stated insurance policies. If any of the Property and Casualty Insurance requirements are not complied with at their renewal dates, payments to the Contractor may be withheld until those requirements have been met, or at the option of the City, the City may pay the renewal premiums and withhold such payments from any monies due the Contractor.

C. Worker's Compensation and Employers Liability - The Contractor shall maintain in force Worker's Compensation coverage in accordance with the Statutory Requirements and Limits of

the State of Tennessee and shall require all Subcontractors to do likewise. ALL STATE ENDORSEMENT IS REQUIRED OR a Certificate of the State Worker's Compensation Board showing proof of ability to pay compensation directly.

D. Business Automobile Liability Insurance – Single limit of no less than \$1,000,000 each accident for bodily injury and property damage. Coverage is to be provided on all Owned/Leased autos, non-owned autos and hired autos. The City of Bartlett, its elected officials, aldermen, appointees, employees and members of boards, agencies and commissions shall be named as additional insureds.

E. Commercial General Liability Insurance - a) Insurance is to be taken out in the name of the Contractor as named insured. With minimum limits of \$1,000,000 limit per occurrence bodily injury (including death) and Property Damage/\$1,000,000 personal and advertising injury/\$2,000,000 General Aggregate/\$2,000,000 Products-Completed Operations Aggregate. The City of Bartlett, its elected officials, appointees, employees and members of boards, agencies and commissions shall be named as additional insureds. b) Insurance coverage shall include a)Premises/Operations, b)Products/Completed Operations, c)Contractual, d)Independent Contractors, e)Broad Form Property Damage, f)Personal Injury and Advertising Liability, g) Comprehensive Form; h)XCU (Explosion, Collapse, and Underground), if applicable to the project.

5. QUALIFICATIONS

All contractors must be financially stable and experienced and the City of Bartlett will, among other things, consider such factors in determining to whom the contract shall be awarded.

6. SPECIFICATIONS

SPECIFICATION: FIBERGLASS REINFORCED PLASTIC (FRP) WEIR AND SCUM BAFFLES,

PART 1 – FIBERGLASS REINFORCED PLASTIC (FRP) WEIR AND SCUM BAFFLES

1.01 Description of Work

The work covered by this section shall include materials for the fiberglass reinforced plastic (FRP) Weir and Scum Baffle Panels, which includes but is not limited to:

- A. FRP Weir panels.
- B. FRP Scum Baffle panels.
- C. FRP Splice plates.
- D. FRP Scum Baffle supports.
- E. Stainless steel fasteners and connections.

2.01 Materials

- A. FRP weir and scum baffle panels and appurtenances shall be fiberglass reinforced plastic

molded to produce uniform smooth surfaces. Factory cut edges and drilled holes shall be sealed with resin. Enduro recommends Sherwin Williams Macropoxy 5500LT or Sherplate 600, or Carboline Carboguard 61.

B. FRP Weir Panels

- a. Panel mounting holes shall be oversized to provide for vertical and horizontal alignment of at least +/- 1" (2 inches total) and shall be placed at 24" on center (maximum) for round tanks and 12" on center (maximum) for straight tanks and covered with 5-inch diameter FRP weir washers, or unless otherwise indicated in the plans and specifications.
- b. Mounting hardware shall be stainless steel concrete anchors or bolt type fasteners.

C. FRP Scum Baffle Panels

- a. FRP Scum Baffle panels shall be a nominal size of 1/4" thick x 12" high x 12'-0" standard length (other panel heights available) unless otherwise indicated on the drawings.
- b. FRP scum baffle panel standard splice plates shall be 1/4" thick x 12" high x 6" long unless otherwise indicated on the drawings. Panel surface mounting holes shall be countersunk to accommodate flathead fasteners.
- c. Scum baffle support brackets shall be 3/8" thick x 6" deep x 6" high x 6" long FRP angles with adjustable mounting holes to provide for vertical and radial horizontal alignment of at least +/- 3/4" (1.5 inches total) to be installed on 48 inch maximum spacing.
- d. Mounting hardware shall be stainless steel concrete anchors or bolt type fasteners.

D. Hardware

- a. Shall be 316 stainless-steel for fasteners, anchorage, and other structural hardware provided by the manufacturer.
- b. Scum baffle support fasteners shall be nut and bolt type assembly with washers and lock washer.
- c. Mounting anchors shall be expansion (wedge) type or adhesive type (sized as required).

3.01 Material Handling

- A. The Contractor shall protect FRP materials from cuts, scratches, gouges, abrasions, and impacts. When lifting crated FRP materials, spreader bars shall be used (not wire slings unless materials are fully protected). FRP components shall not be dragged across one another unless separated by a non-scratching spacer.

3.02.1 Removal and Installation

Existing steel weirs, scum baffles, bracketry and all related hardware to be removed and disposed of offsite by contractor.

3.02.2 Installation

- A. Before placing and attaching components, the contractor shall confirm the alignment and location of weir and scum baffles. All bearing surfaces must be level, flat, clean, and free of debris.
- B. Before placement of weir and scum baffle panels, the contractor shall check alignment and location of concrete tank structure.
- C. The contractor shall modify uneven or sloped concrete surfaces to create a flat, level, or

smooth surface for weir and scum baffle attachment.

- D. Erection shall proceed according to sequence shown on the approved drawings.
- E. Contractor shall fasten weir panels to the launder and scum baffle panels to supports as shown on the approved layout drawings. Unless noted otherwise, FRP weirs and scum baffle support brackets shall be attached to the launder or tank wall with approved concrete anchors or hex head fasteners for non-concrete applications. The FRP scum baffle panels shall be attached to each support with a nut, flat washer, lock washer and flathead bolt assembly. At panel side laps, fastening shall be through one splice plate and the two adjacent panels. Refer to manufacturer's instructions in the Enduro Installation - Operation - Maintenance Manual (IOM) and approved drawings for proper fastener selection and procedure.
- F. The contractor shall field cut materials only as directed by Enduro Composites and as shown on the manufacturer's drawings and according to Enduro IOM manual. Field modifications (cuts, copes, holes, etc.) unless shown on the drawings are not allowed without the manufacturer's written approval.
- G. The contractor shall seal field cut edges and field-drilled holes with Enduro approved material or with NSF approved material if applicable.
- H. The contractor shall adjust FRP weir and scum baffle panels for proper bearing and alignment.
- I. Contractor shall place and fasten other miscellaneous components or hardware as shown on the approved drawings.

PART 2 – Center Drive Replacement

1.02 Description of Work

The work covered by this section shall include materials for the removal of existing center drive units and installation of new provided Hi-Tech units, which includes but is not limited to:

- A. Removal and disposal of existing Drive Unit.
- B. Installation of New Drive Unit
- C. Leveling of New Drive Unit
- D. Torque test of New Drive Unit

2.02 Materials

New Kuster/Zima corp 30D-H Clarifier Drive Units to replace existing Hi-Tech drive units on site and supplied by The City of Bartlett.

3.02.3 Installation

A. Handling the Drive Unit

Lift and Install drive unit as a complete assembly, using eyebolts. Lifting the drive by any other means may cause damage. A spreader bar is recommended to prevent bending strain on the eyebolts.

B. Installing the Drive

Check and clean mounting surfaced as required.

C. Leveling the Drive

Shim under each bolt as necessary until the drive unit is within specified level per O&M

manual.

PART 3 – Cat Walk Surface Replacement

1.03 Description of Work

The work covered by this section shall include the removal of existing 29' x 36" diamond-tread walkway surface, prep work, bracketry/hardware, and installation of new bar grating walkways for each clarifier.

2.03 Materials

E. Bar Grating

Material for walkway shall be rectangular aluminum bar grating. Material spec and supplied by contractor, with approval from City of Bartlett Wastewater manager or Engineer.

F. Hardware

- a. Shall be 316 stainless-steel for fasteners, anchorage, and other structural hardware provided by the contractor.

3.01 Installation

The Contractor shall remove and dispose of existing diamond tread walkway surface. New walkway shall be installed where as there is no disparity between surfaces (ie; no lip or obstruction from surface to surface).

PART 4 – Strip and Recoat of clarifier mechanisms

1.04 Description of Work

Provide labor and materials to prepare surface and coat all ferrous metal surfaces of two (2) 65' diameter pier supported spiral scraper clarifier mechanisms located at the City of Bartlett WWTP # 1.

3.02 Equipment Painting

- A. The paint and paint products used in painting the various surfaces mentioned in the following specifications shall be of the highest quality obtainable, acceptable to the intended purpose, and the product of a reputable manufacturer. Within 30 days after execution of contract, submit to the City of Bartlett the name of the manufacturer of the paint intended for use, which shall be subject to the approval of the City of Bartlett. Colors, where not specified, shall be as selected by the City of Bartlett.
- B. All materials shall be brought to the job site in the manufacturer's original sealed and labeled containers and shall be submit to inspection.
- C. Each type of paint shall be formulated to give maximum protection and wear under the

environmental conditions for which it is intended, including weathering, severe industrial fumes, dust, abrasion, humidity, dampness, salt spray, spillage of acids and chemicals, and water immersion.

- D. When thinning is necessary, only the products of the manufacturer furnishing the paint that are suitable for the particular purpose shall be allowed. Perform all such thinning strictly in accordance with the manufacturer's instructions, as well as with the full knowledge and approval of the City of Bartlett.

3.01 Surface Preparation

- A. Prepare all surfaces to be painted with the objective of obtaining a clean, dry surface.
- B. Sandblast all ferrous metal in accordance with SSPC No. 5 (White Metal Blast Cleaned surface) in the field prior to application of the primer, pretreatment, or paint.
- C. All efforts will be made to ensure no contaminants from the sandblasting and painting can enter the bearings or oil reservoirs of the equipment being painted.

3.02.4 Application of Paint

- A. The painter shall apply each coat of paint at the rate specified by the manufacturer to achieve the minimum dry mil thickness required. If material has thickened or must be diluted for application by spray gun, build up the coating to the same film thickness achieved with undiluted material. In other words one gallon of paint as originally furnished by the manufacturer must not cover a greater square footage when applied by spray gun than when applied unthinned by brush. Correct deficiencies in film thickness by applying an additional coat(s) of paint. Each coat shall be tested with a micro test mil thickness gauge with a Bartlett representative present.
- B. Drying time shall be construed to mean "under normal conditions." When conditions are other than normal because of the weather or because painting must be done in confined spaces, longer drying times will be necessary. Do not apply additional coats of paint, nor return units to service until paints are thoroughly dry.

7. BID PROTEST

Any protest concerning the award of this bid shall be decided by the Board of Mayor and Aldermen of the City of Bartlett. Any protest shall be made in writing to the Board, in care of the Mayor, 6400 Stage Road, Bartlett, Tennessee 38134, within seven (7) days after the award is announced. The decision of the Board shall be final.

8. AVAILABILITY OF APPROPRIATED FUNDS

Each bidder hereto agrees that any and all payments from the City, as required under the terms of this agreement, are contingent upon the appropriation of funds by the Board of Mayor and Aldermen of the City of Bartlett.

9. AWARD OF CONTRACTS

- A.** This contract shall not be binding upon the parties until it has been signed first by the contractor and then by the Mayor of the City of Bartlett.
- B.** All Bids submitted on time will be reviewed and considered. Bid selection will be based upon, but not limited to, the following considerations: bidder qualifications, experience, pricing, cost per ton, available vehicles, equipment and tipping fees. The City will also consider miles to landfill (round trip), the necessity for and expense related to additional vehicles, equipment and personnel, transportation costs, equipment maintenance cost, fuel cost, labor costs and experience of key personnel. The City shall be the sole judge of the Bids and determining the most responsive and responsible Bidder and which Bid is in the best interest of the City, and its determination shall be final.
- C.** Services shall not be implemented until a Contract Agreement and Notice to Proceed has been fully executed.

BID PRICING SHEET

(One original, clearly marked, and two copies, including the bid with all compliant or exceptions, Public Acts 109 form, and current W-9)

“Wastewater Laboratory Analysis Bid”

(Must include an original, clearly identified, and two complete copies of all required documents)

TOTAL BID = \$ _____

TOTAL BID IN WORDS:

Show dollar amount in both words and figures. In case of discrepancy, the amount in words shall govern.

Note: “Total Base Bid” shall include all materials, bonds, and/or insurance, allowances, handling, and freight to job site; **WWTP #1 5258 Shelter Run Lane, Bartlett, TN 38135**

NAME OF FIRM

Email

Authorized Representative
(Typed or Printed)

Phone

Authorized Representative Signature

Date

PUBLIC ACTS 109
(Iran Divestment Act)

“By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalties of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to § 12-12-106.”

Full text of Public Chapters can be found on the Tennessee Secretary of State’s website: [http://tnsos.org/acts/](http://tnsos.org/acts/PublicActs.109.php) PublicActs.109.php.

Print Name_____

Signed _____

Title _____

Subscribed and sworn before me this_____day of_____, 20_____.

Signed_____Print Name_____

Title _____

My commission expires:_____, 20_____.

NOTE: Bids cannot be considered nor awards made to anyone without the above required statement.

REFERENCES

Each Bidder shall submit with their bid a list of at least three (3) customers, which contracted services similar to the City of Bartlett specifications. The list shall include dates of service (at least twelve months), contact name, address, and phone number. Note: It is the intent of the City to call all references.

(1) Name of customer: _____
Address: _____
Phone Number: _____
Contact: _____
Dates of Service: _____

(2) Name of customer: _____
Address: _____
Phone Number: _____
Contact: _____
Dates of Service: _____

(3) Name of customer: _____
Address: _____
Phone Number: _____
Contact: _____
Dates of Service: _____

TITLE VI FORMS

CONTRACT MONITORING

The **Tennessee Department of Transportation** requires the City of Bartlett to maintain records of those ethnic and gender groups who are awarded bids on projects.

You are asked for **voluntary disclosure** of the following information as it pertains to the ownership of the bidding company:

Company Name: _____ Date: _____

Gender: Male _____ Female _____

Race: Caucasian _____

 African American _____

 Hispanic _____

 Other (please specify) _____

_____ I have reviewed this request and have decided **NOT** to provide the requested information.

CONTRACT MONITORING – PART 2

All contractors, consultants, and suppliers that receive funds from state or federal projects (through Bartlett) must comply with Title VI guidelines. All contractors/consultants/suppliers will have to follow many of the same guidelines that apply to the City of Bartlett. The City's Title VI coordinator will perform compliance reviews of each entity as the selection for the award to receive funds and then reviews will be performed a minimum of every 3 years during the life of the contract while they are receiving funds.

The following self-survey will be the tool used by the City of Bartlett to ensure the selected contractor/consultant/supplier compliance; if found to be non-compliant, the City's Title VI Coordinator will attempt to bring into compliance. If continued to be non-compliant, the contract will be cancelled and the City's our association will be discontinued.

Title VI Self Survey for Contractors/Consultants/Suppliers

Name of Contractor: _____ Date Completed: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

This should be completed annually while the contract is active and submitted to the sub-recipient's Title VI Coordinator for review.

1. Are Title VI posters visible to staff? If yes, where? _____

2. Are all Physical Areas (i.e. restrooms, dining rooms, waiting rooms, etc.) provided without regard to race, color, or national origin? _____
3. How is Title VI information disseminated to new/current employees? _____

Title VI -1

4. Describe how certified Disadvantaged Business Enterprises (DBEs), other small, minority and women-owned businesses are solicited to participate on contracts.

5. What process has been established to track and monitor ethnicity and gender of any contractors awarded contracts/sub-contracts?

6. Provide documentation to show that contracts contain non-discrimination assurance language.
7. Provide complaint procedures and attach complaint log form.
8. Provide Limited English Proficiency Communications Plan (i.e. how do you communicate with persons that speak a language other than English.)

The Title VI Assurance (below) is to **be submitted on Company (selected bidder's) Letterhead**:

Contractor/Consultant Name assures that no person on the grounds of race, color, national origin, or sex, as provided by the Title VI of the Civil Rights Act of 1964 and from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving Federal financial assistance from the Tennessee Department of Transportation (TDOT).

DECLARATION OF RESPONDENT: I declare that I have completed this form to the best of my knowledge and believe it to be true and correct.

Signature of Authorized Official

Date

Title VI -2

PUBLIC NOTICE

TITLE VI OF THE 1964 CIVIL RIGHTS ACT

“No person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

The State Department of Military provides benefits and services such as emergency management assistance, National Guard protection services and facility construction and maintenance, and disaster assistance following a major Presidential declaration. The federal assistance administered by the Military Department are pass through funds to local governments, other state agencies, and certain private non-profit organizations.

Anyone who believes that an agency or local government receiving the federal funding mentioned above has discriminated against someone on the basis of race, color or national origin has a right to file a complaint within 180 days of the alleged discrimination.

Local Title VI Coordinator:

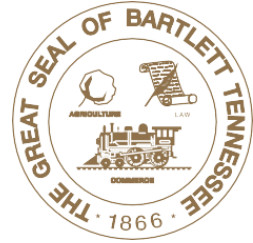
Ted Archdeacon, Director of Personnel,
City of Bartlett; 901-385-6430

**MILITARY DEPARTMENT
TITLE VI COMPLAINT HOTLINE:
1-800-367-9635**

Wastewater Clarifier Overhaul
Sealed Bid: FY2025-04-009
DUE: April 29, 2025

Title VI -3

Board of Mayor and Aldermen
June 24, 2025



Item Memo

Consent Summary:

Request authorization to purchase a backup US 64 booster water pump, a replacement High Service pump, a backup high service pump, and two back up water well pumps in a total amount of \$83,348.00. Funds are available in 510.51200.945.

Formal Body:

Water Treatment Plant #4 on Germantown Road produces water for all areas of Bartlett East of Germantown Road. In the event we have problems at this plant, we can also bring water to this area by using the US64 Booster pump which is located in front of Arby's. This is a singular pump which also needs an emergency backup in the amount of \$17,792.00.

Each Water Treatment Plant has 2-4 high service pumps (HSPs). These pumps are used to pump treated water out to the public and to keep our elevated tanks full. One of the HSPs at WTP1 (Altruria) has failed and needs to be replaced. The other HSP Purchase will be used as an emergency backup. Each high service pump is in the amount of \$18,410.00.

The city has 10 well pumps which are installed underground at depths of several hundred feet. We typically lose at least one well pump every other summer. Well pumps have to operate at deep depths and don't have a very long operating life unfortunately, so it's important to have backup. Each Well Pump is in the amount of \$14,368.00 and can be used at any of the four Water Treatment Plants.

Request authorization to purchase a backup US 64 booster water pump, a replacement High Service pump, a backup high service pump, and two back up water well pumps in a total amount of \$83,348.00. Funds are available in 510.51200.945.

Attachments:

2025 100HP Spare motor quote, 2025 Spare Booster Pump Quote, 2025 New Spare Motor Quote



National Water Services

10545 Hwy 64, Suite 1
Arlington, TN 38002
Phone: (901) 409-4052

QUOTATION

Date: 6/11/2025

Purchaser: City of Bartlett

6400 Stage Road
Bartlett, TN 38134

Attn: Trevor Reape

Phone Number: _____

Mobile Number: 901-409-5490

Email: treape@cityofbartlett.org

We are pleased to submit the following quotation:

Job Description: SPARE 100HP MOTOR

MATERIALS

QNTY	UNITS	DESCRIPTION	PRICE	TOTAL
1	EA	100HP US Inverter Duty motor to run with VFD - motor is totally enclosed fan cooled motor	\$18,410.00	\$18,410.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
TOTAL MATERIALS				\$18,410.00

LABOR

QNTY	UNITS	DESCRIPTION	PRICE	TOTAL
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
TOTAL LABOR				\$0.00
TOTAL PROJECT				\$18,410.00

The undersigned Purchaser hereby instructs National Water Services (Contractor), to proceed with work described with the understanding that the Terms & Conditions shown following are hereby incorporated as part of the Quotation and with specific understanding that Contractor will not be liable for any damage in any way whatsoever for failure to complete the described work, nor any injury or damage resulting from the Contractor's efforts to perform such work, or for the delay on the Contractor's part in completing same. All work described herein will be provided as quoted above. All quotes indicated, if any, are estimates based on the best information available prior to beginning work. As the work scope changes, additional quotations will be issued. Purchaser's pumps, motors, parts and/or accessories may be stored by the contractor for (30) days from the date on invoice. After said (30) days, disposal of such equipment may be made by the contractor without incurring liability.

PURCHASER

City of Bartlett

By: _____

Title: _____

Date: _____

PO # _____

CONTRACTOR

National Water Services

By: Steve Anderson

Title: Sr. Project Manager

Date: 6/11/2025



Terms and Conditions

The contract price for this project has been calculated based on the current prices for the component materials. However, the market for these materials that are herein specified is considered to be volatile, and sudden price increases could occur. National Water Services, LLC agrees to use it's best efforts to obtain the lowest possible prices from available material suppliers, but should there be an increase in the prices of these specified materials after execution of this proposal and prior to approval, the work and material shall increase as such.

1. National Water Services, LLC is pleased to quote these services and products for your application. This quotation pertaining to labor and equipment is valid for 10 DAYS from the date of this quotation.

2. This quotation pertaining to materials or construction components is valid for 3 DAYS.

For orders that are going through the board approval and/or final procurement approval, NWS will review all pricing 1 business day prior to the date provided of approval by the client to ensure that pricing has not changed. If pricing has changed, then NWS will advise client of the new price. For Bid Build purposes and pursuant to General Contractors being provided quotations from NWS, we understand there is a potential for your award to be delayed up and until the expiration of your Bid Bond - 60 days. As a result NWS shall hold pricing for a 60 day period from the original bid date of the project. Specifically pertaining to material sales on Bid Build Projects, NWS shall furnish to you an itemized quotation separating the quoted components from start up and commissioning. Each shall be invoiced as follows: Material-net 60 day terms from the delivery date. Commissioning and Start Up-net 60 day terms from the event, neither supplied materials or Start Up and Commissioning shall be subject to Retainage.

PRICE AND PAYMENT

Unless otherwise agreed by National Water Services, LLC in writing, prices quoted do special packaging or any sales, use, excise, VAT or similar taxes. Taxes imposed by any federal, state, county, city or municipal law on the Goods will be added to the invoice unless a fully completed and executed tax exemption certificate is received by National Water Services, LLC with the the executed purchase or contract order. Unless otherwise agreed by National Water Services, LLC in writing, payment terms are net thirty (30) days from the date of invoice. CLIENT SHALL PAY A LATE CHARGE OF ONE AND ONE-HALF PERCENT (1.50%) PER MONTH ON ALL AMOUNTS NOT PAID WHEN DUE. Client waives its right to set-off against claims it may have against National Water Services, LLC and acknowledges that it may not suspend its payment obligations. National Water Services, LLC reserves the right to withhold shipment or to require other adequate assurances of performance of Clients payment obligations. Client shall be liable for all expenses, including attorneys' fees, relating to the collection of past due amounts.

Thank You,

NATIONAL WATER SERVICES, LLC

NWS Rep:_____

Acceptance Of The Terms and Conditions

Client:_____

Title:_____

Signature:_____

Project:_____

Date:_____

Purchase Order#_____



WARRANTY

Subject to the terms and conditions set forth below, NATIONAL WATER SERVICES, LLC ("NWS") warrants that its supplied equipment is free from defects in workmanship and materials USING ITS SPECIFICATIONS AS A STANDARD. This warranty does not extend to anyone except the first purchaser to whom the goods are supplied.

NWS's obligation under this warranty is expressly limited to replacing or repairing, free of charge, F.O.B. point of manufacture, any defective part or parts of its manufactured equipment; however, NWS SHALL HAVE NO SUCH LIABILITY EXCEPT WHERE IT IS SHOWN TO THE SATISFACTION OF NWS THAT THE DAMAGE OR CLAIM RESULTED FROM BREACH OF THIS WARRANTY. All parts claimed defective must be inspected by NWS.

Every claim under this warranty SHALL BE DEEMED WAIVED UNLESS MADE IN WRITING AND RECEIVED BY NWS WITHIN THIRTY (30) DAYS OF THE DATE THE DEFECT WAS DISCOVERED OR SHOULD HAVE BEEN DISCOVERED, and within one year of the date of service or installation. The installation or service date must be within six months of the date the service or pump was rendered from NWS.

This Warranty does not cover those parts of the manufactured equipment which are not manufactured or supplied by NWS except to extend to the purchaser the same warranty, if any, which is given to NWS by the manufacturers of said parts.

NWS makes no other representation of warranty of any kind, express or implied, in fact or in law, including without limitation, the warranty of merchantability or the warranty of fitness for a particular purchase, other than the limited warranty set forth herein. In no event shall NWS be liable for any consequential or incidental damages resulting directly or indirectly from the use or loss of use of the manufactured equipment. NWS shall not be liable for any alleged negligence, breach of warranty, strict liability, or any other theory other than the limited liability set forth herein.

THIS WARRANTY CONTAINS THE ENTIRE WARRANTY RELATING TO THE MANUFACTURED OR SUPPLIED GOODS OF NWS, AND NO CONDUCT, ORAL STATEMENTS OR REPRESENTATIONS NOT CONTAINED IN THIS WARRANTY SHALL HAVE ANY FORCE OR EFFECT OR BE DEEMED A WAIVER THEREOF, THIS WARRANTY SHALL NOT BE MODIFIED IN ANY WAY EXCEPT IF IN WRITING AND SIGNED BY AN AUTHORIZED REPRESENTATIVE OF NWS.

This Warranty, and any liability of NWS hereunder, shall be governed by, construed, and enforced in accordance with the laws of the State of Indiana.



QUOTATION

National Water Services

107 Helton Drive
Lawrenceburg, TN 38464
Phone: (901) 409-4052

Date: 6/10/2025

Purchaser: City of Bartlett

6400 Stage Road
Bartlett, TN 38134

Attn: Trevor Reape

Phone Number: _____

Mobile Number: 901-387-9058

Email: treape@cityofbartlett.org

We are pleased to submit the following quotation:

Job Description: SPARE BOOSTER PUMP

MATERIALS

QNTY	UNITS	DESCRIPTION	PRICE	TOTAL
1	EA	1000GPM @ 232' TDH SJ8XHC-3 pump end	\$4,988.00	\$4,988.00
1	EA	8" 77HP 460-3-60 Pleuger sub motor	\$12,804.00	\$12,804.00
				\$0.00
				\$0.00
		PRICES ARE GOOD FOR 30 DAYS FROM DATE OF QUOTE		\$0.00
				\$0.00
				\$0.00
				\$0.00
TOTAL MATERIALS				\$17,792.00

LABOR

QNTY	UNITS	DESCRIPTION	PRICE	TOTAL
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
TOTAL LABOR				\$0.00
TOTAL PROJECT				\$17,792.00

The undersigned Purchaser hereby instructs National Water Services (Contractor), to proceed with work described with the understanding that the Terms & Conditions shown following are hereby incorporated as part of the Quotation and with specific understanding that Contractor will not be liable for any damage in any way whatsoever for failure to complete the described work, nor any injury or damage resulting from the Contractor's efforts to perform such work, or for the delay on the Contractor's part in completing same. All work described herein will be provided as quoted above. All quotes indicated, if any, are estimates based on the best information available prior to beginning work. As the work scope changes, additional quotations will be issued. Purchaser's pumps, motors, parts and/or accessories may be stored by the contractor for (30) days from the date on invoice. After said (30) days, disposal of such equipment may be made by the contractor without incurring liability.

PURCHASER

City of Bartlett

By: _____

Title: _____

Date: _____

PO # _____

CONTRACTOR

National Water Services

By: Steve Anderson

Title: Sr. Project Manager

Date: 6/10/2025



Terms and Conditions

The contract price for this project has been calculated based on the current prices for the component materials. However, the market for these materials that are herein specified is considered to be volatile, and sudden price increases could occur. National Water Services, LLC agrees to use it's best efforts to obtain the lowest possible prices from available material suppliers, but should there be an increase in the prices of these specified materials after execution of this proposal and prior to approval, the work and material shall increase as such.

1. National Water Services, LLC is pleased to quote these services and products for your application. This quotation pertaining to labor and equipment is valid for 10 DAYS from the date of this quotation.

2. This quotation pertaining to materials or construction components is valid for 3 DAYS.

For orders that are going through the board approval and/or final procurement approval, NWS will review all pricing 1 business day prior to the date provided of approval by the client to ensure that pricing has not changed. If pricing has changed, then NWS will advise client of the new price. For Bid Build purposes and pursuant to General Contractors being provided quotations from NWS, we understand there is a potential for your award to be delayed up and until the expiration of your Bid Bond - 60 days. As a result NWS shall hold pricing for a 60 day period from the original bid date of the project. Specifically pertaining to material sales on Bid Build Projects, NWS shall furnish to you an itemized quotation separating the quoted components from start up and commissioning. Each shall be invoiced as follows: Material-net 60 day terms from the delivery date. Commissioning and Start Up-net 60 day terms from the event, neither supplied materials or Start Up and Commissioning shall be subject to Retainage.

PRICE AND PAYMENT

Unless otherwise agreed by National Water Services, LLC in writing, prices quoted do special packaging or any sales, use, excise, VAT or similar taxes. Taxes imposed by any federal, state, county, city or municipal law on the Goods will be added to the invoice unless a fully completed and executed tax exemption certificate is received by National Water Services, LLC with the the executed purchase or contract order. Unless otherwise agreed by National Water Services, LLC in writing, payment terms are net thirty (30) days from the date of invoice. CLIENT SHALL PAY A LATE CHARGE OF ONE AND ONE-HALF PERCENT (1.50%) PER MONTH ON ALL AMOUNTS NOT PAID WHEN DUE. Client waives its right to set-off against claims it may have against National Water Services, LLC and acknowledges that it may not suspend its payment obligations. National Water Services, LLC reserves the right to withhold shipment or to require other adequate assurances of performance of Clients payment obligations. Client shall be liable for all expenses, including attorneys' fees, relating to the collection of past due amounts.

Thank You,

NATIONAL WATER SERVICES, LLC

NWS Rep:_____

Acceptance Of The Terms and Conditions

Client:_____

Title:_____

Signature:_____

Project:_____

Date:_____

Purchase Order#_____



WARRANTY

Subject to the terms and conditions set forth below, NATIONAL WATER SERVICES, LLC ("NWS") warrants that its supplied equipment is free from defects in workmanship and materials USING ITS SPECIFICATIONS AS A STANDARD. This warranty does not extend to anyone except the first purchaser to whom the goods are supplied.

NWS's obligation under this warranty is expressly limited to replacing or repairing, free of charge, F.O.B. point of manufacture, any defective part or parts of its manufactured equipment; however, NWS SHALL HAVE NO SUCH LIABILITY EXCEPT WHERE IT IS SHOWN TO THE SATISFACTION OF NWS THAT THE DAMAGE OR CLAIM RESULTED FROM BREACH OF THIS WARRANTY. All parts claimed defective must be inspected by NWS.

Every claim under this warranty SHALL BE DEEMED WAIVED UNLESS MADE IN WRITING AND RECEIVED BY NWS WITHIN THIRTY (30) DAYS OF THE DATE THE DEFECT WAS DISCOVERED OR SHOULD HAVE BEEN DISCOVERED, and within one year of the date of service or installation. The installation or service date must be within six months of the date the service or pump was rendered from NWS.

This Warranty does not cover those parts of the manufactured equipment which are not manufactured or supplied by NWS except to extend to the purchaser the same warranty, if any, which is given to NWS by the manufacturers of said parts.

NWS makes no other representation of warranty of any kind, express or implied, in fact or in law, including without limitation, the warranty of merchantability or the warranty of fitness for a particular purchase, other than the limited warranty set forth herein. In no event shall NWS be liable for any consequential or incidental damages resulting directly or indirectly from the use or loss of use of the manufactured equipment. NWS shall not be liable for any alleged negligence, breach of warranty, strict liability, or any other theory other than the limited liability set forth herein.

THIS WARRANTY CONTAINS THE ENTIRE WARRANTY RELATING TO THE MANUFACTURED OR SUPPLIED GOODS OF NWS, AND NO CONDUCT, ORAL STATEMENTS OR REPRESENTATIONS NOT CONTAINED IN THIS WARRANTY SHALL HAVE ANY FORCE OR EFFECT OR BE DEEMED A WAIVER THEREOF, THIS WARRANTY SHALL NOT BE MODIFIED IN ANY WAY EXCEPT IF IN WRITING AND SIGNED BY AN AUTHORIZED REPRESENTATIVE OF NWS.

This Warranty, and any liability of NWS hereunder, shall be governed by, construed, and enforced in accordance with the laws of the State of Indiana.



National Water Services

10545 Hwy 64, Suite 1
Arlington, TN 38002
Phone: (901) 409-4052

QUOTATION

Date: 5/20/2025

Purchaser: City of Bartlett

6382 Stage Road

Bartlett, TN 38134

Attn: Mandrill McLaughlin

Phone Number: 901-385-6499

Mobile Number: 901-833-7240

Email: mmclaughlin@cityofbartlett.org

We are pleased to submit the following quotation:

Job Description: SPARE 125HP MOTOR

MATERIALS

QNTY	UNITS	DESCRIPTION	PRICE	TOTAL
1	EA	125HP US Inverter Duty motor to run with VFD	\$14,368.00	\$14,368.00
				\$0.00
				\$0.00
		QUOTE IS FOR MOTOR ONLY DELIVERED TO SITE AS A SPARE MOTOR		\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
TOTAL MATERIALS				\$14,368.00

LABOR

QNTY	UNITS	DESCRIPTION	PRICE	TOTAL
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
TOTAL LABOR				\$0.00
TOTAL PROJECT				\$14,368.00

The undersigned Purchaser hereby instructs National Water Services (Contractor), to proceed with work described with the understanding that the Terms & Conditions shown following are hereby incorporated as part of the Quotation and with specific understanding that Contractor will not be liable for any damage in any way whatsoever for failure to complete the described work, nor any injury or damage resulting from the Contractor's efforts to perform such work, or for the delay on the Contractor's part in completing same. All work described herein will be provided as quoted above. All quotes indicated, if any, are estimates based on the best information available prior to beginning work. As the work scope changes, additional quotations will be issued. Purchaser's pumps, motors, parts and/or accessories may be stored by the contractor for (30) days from the date on invoice. After said (30) days, disposal of such equipment may be made by the contractor without incurring liability.

PURCHASER

City of Bartlett

By: _____

Title: _____

Date: _____

PO # _____

CONTRACTOR

National Water Services

By: Steve Anderson

Title: Sr. Project Manager

Date: 5/20/2025



Terms and Conditions

The contract price for this project has been calculated based on the current prices for the component materials. However, the market for these materials that are herein specified is considered to be volatile, and sudden price increases could occur. National Water Services, LLC agrees to use it's best efforts to obtain the lowest possible prices from available material suppliers, but should there be an increase in the prices of these specified materials after execution of this proposal and prior to approval, the work and material shall increase as such.

1. National Water Services, LLC is pleased to quote these services and products for your application. This quotation pertaining to labor and equipment is valid for 10 DAYS from the date of this quotation.

2. This quotation pertaining to materials or construction components is valid for 3 DAYS.

For orders that are going through the board approval and/or final procurement approval, NWS will review all pricing 1 business day prior to the date provided of approval by the client to ensure that pricing has not changed. If pricing has changed, then NWS will advise client of the new price. For Bid Build purposes and pursuant to General Contractors being provided quotations from NWS, we understand there is a potential for your award to be delayed up and until the expiration of your Bid Bond - 60 days. As a result NWS shall hold pricing for a 60 day period from the original bid date of the project. Specifically pertaining to material sales on Bid Build Projects, NWS shall furnish to you an itemized quotation separating the quoted components from start up and commissioning. Each shall be invoiced as follows: Material-net 60 day terms from the delivery date. Commissioning and Start Up-net 60 day terms from the event, neither supplied materials or Start Up and Commissioning shall be subject to Retainage.

PRICE AND PAYMENT

Unless otherwise agreed by National Water Services, LLC in writing, prices quoted do special packaging or any sales, use, excise, VAT or similar taxes. Taxes imposed by any federal, state, county, city or municipal law on the Goods will be added to the invoice unless a fully completed and executed tax exemption certificate is received by National Water Services, LLC with the the executed purchase or contract order. Unless otherwise agreed by National Water Services, LLC in writing, payment terms are net thirty (30) days from the date of invoice. CLIENT SHALL PAY A LATE CHARGE OF ONE AND ONE-HALF PERCENT (1.50%) PER MONTH ON ALL AMOUNTS NOT PAID WHEN DUE. Client waives its right to set-off against claims it may have against National Water Services, LLC and acknowledges that it may not suspend its payment obligations. National Water Services, LLC reserves the right to withhold shipment or to require other adequate assurances of performance of Clients payment obligations. Client shall be liable for all expenses, including attorneys' fees, relating to the collection of past due amounts.

Thank You,

NATIONAL WATER SERVICES, LLC

NWS Rep:_____

Acceptance Of The Terms and Conditions

Client:_____

Title:_____

Signature:_____

Project:_____

Date:_____

Purchase Order#_____



WARRANTY

Subject to the terms and conditions set forth below, NATIONAL WATER SERVICES, LLC ("NWS") warrants that its supplied equipment is free from defects in workmanship and materials USING ITS SPECIFICATIONS AS A STANDARD. This warranty does not extend to anyone except the first purchaser to whom the goods are supplied.

NWS's obligation under this warranty is expressly limited to replacing or repairing, free of charge, F.O.B. point of manufacture, any defective part or parts of its manufactured equipment; however, NWS SHALL HAVE NO SUCH LIABILITY EXCEPT WHERE IT IS SHOWN TO THE SATISFACTION OF NWS THAT THE DAMAGE OR CLAIM RESULTED FROM BREACH OF THIS WARRANTY. All parts claimed defective must be inspected by NWS.

Every claim under this warranty SHALL BE DEEMED WAIVED UNLESS MADE IN WRITING AND RECEIVED BY NWS WITHIN THIRTY (30) DAYS OF THE DATE THE DEFECT WAS DISCOVERED OR SHOULD HAVE BEEN DISCOVERED, and within one year of the date of service or installation. The installation or service date must be within six months of the date the service or pump was rendered from NWS.

This Warranty does not cover those parts of the manufactured equipment which are not manufactured or supplied by NWS except to extend to the purchaser the same warranty, if any, which is given to NWS by the manufacturers of said parts.

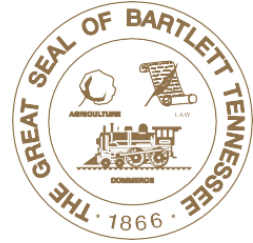
NWS makes no other representation of warranty of any kind, express or implied, in fact or in law, including without limitation, the warranty of merchantability or the warranty of fitness for a particular purchase, other than the limited warranty set forth herein. In no event shall NWS be liable for any consequential or incidental damages resulting directly or indirectly from the use or loss of use of the manufactured equipment. NWS shall not be liable for any alleged negligence, breach of warranty, strict liability, or any other theory other than the limited liability set forth herein.

THIS WARRANTY CONTAINS THE ENTIRE WARRANTY RELATING TO THE MANUFACTURED OR SUPPLIED GOODS OF NWS, AND NO CONDUCT, ORAL STATEMENTS OR REPRESENTATIONS NOT CONTAINED IN THIS WARRANTY SHALL HAVE ANY FORCE OR EFFECT OR BE DEEMED A WAIVER THEREOF, THIS WARRANTY SHALL NOT BE MODIFIED IN ANY WAY EXCEPT IF IN WRITING AND SIGNED BY AN AUTHORIZED REPRESENTATIVE OF NWS.

This Warranty, and any liability of NWS hereunder, shall be governed by, construed, and enforced in accordance with the laws of the State of Indiana.

Board of Mayor and Aldermen
June 24, 2025

Item Memo



Consent Summary:

Recommend Public Entity Partners insurance renewals for FY2026. (Dick Phebus, Director of Finance)

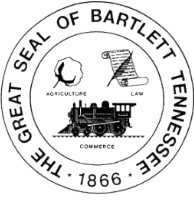
Formal Body:

The City received property, general liability, auto, and workers' compensation insurance renewal quotes from Public Entity Partners. Bartlett School Board has elected to renew its general liability insurance separately. Property and workers' compensation insurance are quoted with combined city and school annual premiums as detailed in June 24, 2025, memorandum attached.

Thank you for your consideration of this insurance coverage renewal quotation for FY2026.

Attachments:

MemolInsuranceRenewFY26



City of Bartlett

David Parsons, Mayor

FINANCE DEPARTMENT MEMORANDUM

DATE: June 24, 2025
TO: Mayor and Board of Aldermen
FROM: Dick Phebus
RE: Property, Liability, Auto, and Other General Insurance renewals

We have received our Property, General Liability, Auto, and other insurance renewal quotes for the 2026 fiscal year. Total premium for the City is \$1,678,520; Bartlett City School premiums are \$546,771; total premium of \$2,225,491 - net of \$126,738 in member dividends from PEP for FY2026. Here is a summary of the various coverages:

	Fiscal 2023		Fiscal 2024		Fiscal 2025		Fiscal 2026	
Gen. Liability, Law Enforcement, E & O, Auto Liability, Auto Physical Damage	City	\$442,141	City	\$579,788	City	\$591,427	City	\$661,442
Building & Property, EDP, Mobile Equip., Employee Dishonesty, Automatic Coverages	City	\$228,441	City	\$241,575	City	\$240,860	City	\$260,743
	Schools	\$321,433	Schools	\$339,845	Schools	\$413,731	Schools	\$451,931
	Total	\$549,874	Total	\$581,420	Total	\$654,591	Total	\$712,674
Workers' Comp.	City	\$635,606	City	\$836,221	City	\$817,692	City	\$756,335
	Schools	\$101,339	Schools	\$150,331	Schools	\$133,240	Schools	\$123,407
	Total	\$736,945	Total	\$986,552	Total	\$950,932	Total	\$879,742

Notes:

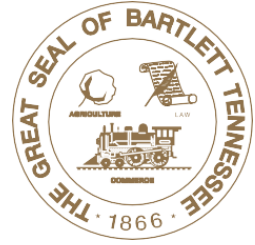
- Bartlett City Schools has elected to renew their general liability policy separately in FY2026. They will reimburse the City of Bartlett for their share of the building and property premiums and workers' compensation premiums as shown in premium breakdown in Fiscal 2026 column in table above.
- Total Earthquake coverage is \$10 million. (*premium included in automatic coverages with Public Entity Partners*). Total flood coverage is \$1,000,000.
- Workers' Comp base rate was reduced by 10% from FY2025. PEP issued \$104,406 member dividend for Workers' Comp coverage for FY2026.
- General liability premium includes coverage (*Ransomware, Social Engineering, Data Restoration Expense and for operation of owned drones.*) Rates increased for Law Enforcement liability due to liability and auto physical damage during FY2025.
- Public Entity Partners issued total member dividends for FY2026 of \$126,738.

After carefully reviewing all premiums, it is our recommendation that we continue coverage with Public Entity Partners and renew our insurance coverages shown in the table for fiscal year 2026.

Thank you for your consideration of this agenda item.

Board of Mayor and Aldermen
June 24, 2025

Item Memo



Consent Summary:

Formal Body:

Attachments:

April25FinRprt



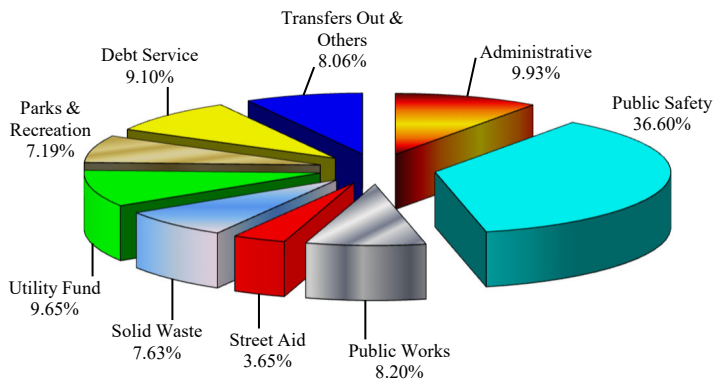
City of Bartlett

FINANCIAL REPORT

April 30, 2025

Total Expenditures, FY 2025 Budget: \$100,937,114

WHERE THE \$ GOES (Does not include School)

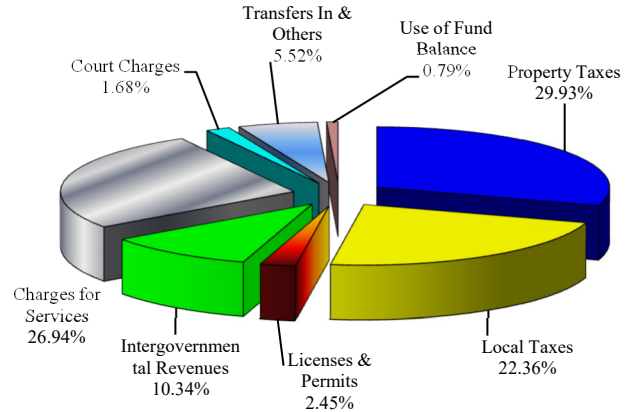


BUDGET HIGHLIGHTS

- Property, Sales taxes and Building & Development Fees are below budgeted. Court fees and interests are exceeding budget. Other revenues are within budget. Overall, General Fund is within budget.
- Property taxes were due February 28 and delinquent March 1.
- Fiscal Year 2026 budgets are being reviewed by the Mayor and CAO.

Total Revenues, FY 2025 Budget: \$100,937,114

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



FY 2025 YEAR-TO-DATE For The Period Ending April 30, 2025

	Adopted Budget	Year-to-Date Actual
General Fund Expenditures		
Administrative	\$ 8,929,661	\$ 7,366,771
Public Safety	36,477,170	30,968,398
Public Works	7,488,894	6,033,176
Parks and Recreation	6,269,135	5,090,465
Performing Arts	861,880	768,642
Transfers & Other Gen. Fund Items	5,046,519	4,931,019
Subtotal	\$ 65,073,258	\$ 55,158,472
General Fund Revenues		
Property Taxes	\$ 30,212,000	\$ 29,651,567
Local Taxes	17,700,000	12,333,611
Building and Development Fees	2,477,000	1,703,136
Intergovernmental	8,415,000	5,645,617
Charges for Services	3,371,870	2,911,127
Court Charges	1,437,000	1,469,304
Other Revenue	1,460,388	1,226,612
Subtotal	\$ 65,073,258	\$ 54,940,974
Special Rev. Funds - Expenditures	\$ 13,909,195	\$ 10,017,406
Special Rev. Funds - Revenues	\$ 13,909,195	\$ 14,790,057
Utility Expenses	\$ 13,345,921	\$ 10,284,702
Utility Revenues	\$ 13,345,921	\$ 10,878,008
Debt Service Expenditures	\$ 8,608,740	\$ 8,085,854
Debt Service Revenues	\$ 8,608,740	\$ 6,742,018
Total Expenditures	\$ 100,937,114	\$ 83,546,434
Total Revenues	\$ 100,937,114	\$ 87,351,058

Note: FY 2025 Adopted Budget includes use of fund balance in the General Fund, Special Revenue Funds, Utility Fund and the Debt Service Fund.



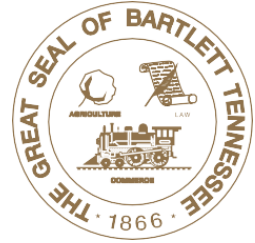
City of Bartlett -- Financial Summary
For The Period Ending For The Period Ending April 30, 2025



	FY 2024 Audited Actual	FY 2025 Adopted Budget	Increase/ Decrease in \$	Year-to-Date Actual FY 2024	Year-to-Date Actual FY 2025	Increase/ Decrease in \$	Percent of FY 2024 Actual	Percent of FY 2025 Budget	Increase/ Decrease in %
General Fund Expenditures									
Administrative	\$ 7,853,574	\$ 8,929,661	\$ 1,076,087	\$ 6,023,770	\$ 7,366,771	\$ 1,343,002	76.70%	82.50%	5.80%
Public Safety	33,969,752	36,477,170	2,507,418	28,890,810	30,968,398	2,077,589	85.05%	84.90%	-0.15%
Public Works	7,170,493	7,488,894	318,401	5,733,210	6,033,176	299,967	79.96%	80.56%	0.61%
Parks and Recreation	7,045,366	6,269,135	(776,231)	6,201,877	5,090,465	(1,111,412)	88.03%	81.20%	-6.83%
Performing Arts	862,087	861,880	(207)	702,768	768,642	65,874	81.52%	89.18%	7.66%
Transfers & Other Gen. Fund Items	6,835,242	5,046,519	(1,788,723)	6,728,665	4,931,019	(1,797,646)	98.44%	97.71%	-0.73%
Total General Fund Expenditures	\$ 63,736,513	\$ 65,073,258	\$ 1,336,746	\$ 54,281,098	\$ 55,158,472	\$ 877,374	85.16%	84.76%	-0.40%
General Fund Revenues									
Property Taxes	\$ 29,420,768	\$ 30,212,000	\$ 791,232	\$ 29,049,260	\$ 29,651,567	\$ 602,307	98.74%	98.14%	-0.59%
Local Taxes	17,532,028	17,700,000	167,972	12,311,569	12,333,611	22,041	70.22%	69.68%	-0.54%
Building and Development Fees	2,672,237	2,477,000	(195,237)	2,035,255	1,703,136	(332,119)	76.16%	68.76%	-7.40%
Intergovernmental	8,300,946	8,415,000	114,054	5,537,600	5,645,617	108,017	66.71%	67.09%	0.38%
Charges for Services	4,301,747	3,371,870	(929,877)	3,631,367	2,911,127	(720,240)	84.42%	86.34%	1.92%
Court Charges	1,357,313	1,437,000	79,687	1,162,163	1,469,304	307,141	85.62%	102.25%	16.63%
Other Revenue	1,306,563	1,460,388	153,825	900,089	1,226,612	326,523	68.89%	83.99%	15.10%
Total General Fund Revenues	\$ 64,891,601	\$ 65,073,258	\$ 181,658	\$ 54,627,304	\$ 54,940,974	\$ 313,670	84.18%	84.43%	0.25%
Special Revenue Funds									
Street Aid Fund	\$ 2,814,903	\$ 3,680,000	\$ 865,097	\$ 1,887,372	\$ 2,234,512	\$ 347,140	67.05%	60.72%	-6.33%
Solid Waste Fund	7,878,391	7,758,377	(120,014)	6,538,928	5,932,245	(606,683)	83.00%	76.46%	-6.54%
General Improvement Fund	1,110,482	1,090,800	(19,682)	704,299	608,464	(95,835)	63.42%	55.78%	-7.64%
Drug Enforcement Fund	184,004	334,500	150,496	150,694	139,868	(10,826)	81.90%	41.81%	-40.08%
DEA Enforcement Fund	18,726	134,994	116,268	18,383	755,222	736,839	98.17%	559.45%	461.28%
Drainage Control Fund	133,691	785,524	651,833	111,091	0	(111,091)	83.10%	0.00%	-83.10%
Park Improvement Fund	0	125,000	125,000	0	23,154	23,154	0.00%	0.00%	0.00%
E-Citation Fund	12,907	0	(12,907)	3,099	41,258	38,160	0.00%	0.00%	0.00%
Grant Funds	7,541,552	0	(7,541,552)	5,009,076	282,682	(4,726,395)	66.42%	0.00%	-66.42%
Special Revenue Funds - Expenditures	\$ 19,694,656	\$ 13,909,195	\$ (5,785,461)	\$ 14,422,942	\$ 10,017,406	\$ (4,405,536)	73.23%	72.02%	-1.21%
Special Revenue Funds - Revenues	\$ 17,542,819	\$ 13,909,195	\$ (3,633,624)	\$ 13,000,868	\$ 14,790,057	\$ 1,789,190	74.11%	106.33%	32.22%
Utility Fund									
Total Utility Operations	\$ 13,951,499	\$ 12,771,741	\$ (1,179,758)	\$ 11,830,300	\$ 9,780,571	\$ (2,049,729)	84.80%	76.58%	-8.22%
Total Utility Debt Expenses	1,132,204	574,180	(558,024)	1,146,928	504,131	(642,797)	101.30%	87.80%	-13.50%
Total Utility Expenses	\$ 15,083,703	\$ 13,345,921	\$ (1,737,782)	\$ 12,977,228	\$ 10,284,702	\$ (2,692,526)	86.03%	77.06%	-8.97%
Total Utility Revenues	\$ 14,715,845	\$ 13,345,921	\$ (1,369,924)	\$ 10,420,572	\$ 10,878,008	\$ 457,436	70.81%	81.51%	10.70%
Debt Service Fund									
Total Debt Service Expenditures	\$ 11,802,966	\$ 8,608,740	\$ (3,194,226)	\$ 11,337,200	\$ 8,085,854	\$ (3,251,347)	96.05%	93.93%	-2.13%
Total Debt Service Revenues	\$ 9,526,476	\$ 8,608,740	\$ (917,736)	\$ 7,898,478	\$ 6,742,018	\$ (1,156,460)	82.91%	78.32%	-4.59%
Total Expenditures	\$ 110,317,838	\$ 100,937,114	\$ (9,380,724)	\$ 93,018,468	\$ 83,546,434	\$ (9,472,035)	84.32%	82.77%	-1.55%
Total Revenues	\$ 106,676,741	\$ 100,937,114	\$ (5,739,626)	\$ 85,947,222	\$ 87,351,058	\$ 1,403,836	80.57%	86.54%	5.97%

Board of Mayor and Aldermen
June 24, 2025

Item Memo



Consent Summary:

Courtney Sims will fill Nikia Johnson's unexpired term. The term will expire December 31, 2027.

Formal Body:

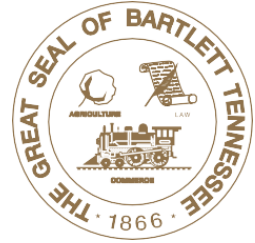
Attachments:

Appointment to Historic Preservation Commission--06-24-25-Agenda

HISTORIC PRESERVATION COMMISSION

NAME	TERM EXPIRES	NEW / RE-APPOINT
Sims, Courtney	12/31/2027	New Appointment (formerly Nikia Johnson's position)

Board of Mayor and Aldermen
June 24, 2025



Item Memo

Consent Summary:

Set a public hearing for July 22, 2025 for Resolution 19-25, a Resolution approving a Special Use Permit to Allow a Residential Mixed-Use Development to be located at the northeast corner of Highway 70 and Highway 64, within the "SC-1" Planned Unit Commercial Zoning District.

Formal Body:

Attachments:

Res 19-25 - SUP Union Depot 1st Addition RMU, PC COM June 25, 2025-05-27 UD1A Presentation-Reduced, Union Depot 1st Addition SUP, Union Depot First Addition SUP Traffic Light Revision, Union Depot 1st Addition Opposition Petition, Against Letters Combined, PC Minutes June 2025

RESOLUTION 19-25

A Resolution approving a Special Use Permit to Allow a Residential Mixed-Use Development to be located at the northeast corner of Highway 70 and Highway 64, within the “SC-I” Planned Unit Commercial Zoning District.

WHEREAS, an application has been made for a Special Use Permit to allow a Residential Mixed-Use Development to be located at the northeast corner of Highway 70 and Highway 64, within the “SC-I” Planned Unit Commercial Zoning District.

WHEREAS, according to Article 6, Section 29 of the Bartlett Zoning Ordinance, a Special Use Permit is required within the “SC-I” Planned Unit Commercial Zoning District to allow a Residential Mixed-Use Development.

WHEREAS, the Planning Commission reviewed the proposed Special Use Permit to allow a Residential Mixed-Use Development to be located at the northeast corner of Highway 70 and Highway 64 on Monday, June 2, 2025, in accordance with their regulations and approved an unfavorable recommendation of approval of the Special Use Permit; and

WHEREAS, the Board of Mayor and Aldermen held a Public Hearing on the 22nd day of July, 2025, and approved the Special Use Permit to allow a Residential Mixed-Use Development to be located at the northeast corner of Highway 70 and Highway 64, subject to the following conditions:

Engineering Conditions:

General:

- 1) A Subdivision Contract will be required to cover all associated fees and bond.
- 2) Existing blue-line stream shall be shown on survey.
- 3) All new utilities shall be underground.

Stormwater:

- 4) A HECRAS hydraulic drainage study shall be submitted to the Engineering Department for review of the existing blue line stream conditions and Flood Plain, and to insure that adequate detention is provided. Full detention calculations will be required.
- 5) In accordance with the Stormwater Ordinance, the Blue line stream passing through the Site to the northeast will require a 90' buffer (160 acres) on both sides of the stream. This may be reduced, depending on the results of the HECRAS Study mentioned above.
- 6) This Site may require a Sedimentation basin, per TDEC requirements, during construction.
- 7) Minimum finished floor shall be set for lots with close proximity to the stream.
- 8) An ARAP Permit may be required by TDEC where the proposed road will necessitate stream modification.

Sewer:

- 9) Sewer connections on existing mains shall show size and capacity of downstream gravity lines for accurate capacity calculations within lines. Sewer design shall meet the requirements of both Bartlett and Memphis or provide alternatives acceptable to service site adequately.
- 10) Hydraulic sewer calculations should be sent to the City of Memphis to receive a letter of availability. A copy of this letter should be sent to the City of Bartlett Engineering Department.

- 11) Regarding the existing 10" sewer line on the property, the Developer may have to remediate/repair/replace sections of this sewer line in order to accommodate the proposed sewer flows from the development.

Water:

- 12) The Developer shall provide building material and construction types to Fire Marshall so an accurate determination of Fire Flow requirements can be made.
- 13) Depending on finished floor elevations and number of stories, fire flows may be challenging on this site. A 12" extension may be needed through the site as well, connecting the existing 12" on US 70 to the existing 12" on US 64. Because of this:
- a. The Developer may have to bore across HWY 70 for water extension. A TDOT permit will be required.
 - b. The Developer may have to bore across HWY 64 for water extension. A TDOT permit will be required and possible lane closure. (Water main is located in middle of sidewalk).
 - c. The Developer may have to extend 12" water across portions HWY 64 frontage.
- 14) Some multiple story units may require private water distribution pumps to insure minimum operating pressures are maintained for buildings over two stories.

Transportation:

- 15) A ROW dedication of 57' will be required on US 70. An additional lane may be required on one or both sides of US 70 if the traffic study indicates a need for additional capacity in order to maintain an acceptable level of service (LOS), from US 64 and the north property line of this development.
- 16) A traffic study will be required for future submittals.
- 17) Access points to US 70 shall have proven acceptable site distance or be limited to right-in-right-out. The northern access may not be needed as most vehicles in the development will be funneled to the main Union Depot Dr. signal.
- 18) All necessary pedestrian and vehicular phases need to be added to the US 70 Traffic Signal to accommodate the additional leg of the intersection, including poles, mast arms, pedestrian signals, signal heads, signs, striping, and all ADA requirements. The Signal should be re-timed to account for expected traffic, but the left and right-turn lanes should be sufficient enough for some stacking, so that US 70 traffic is not frequently stopped during peak traffic times. Right turners onto eastbound 70 should be allowed to turn right on red without actuating the signal, by incorporating a significant delay and/or excluding the right-turn lane from vehicle detection.
- 19) US 64 Roadwork will need to be agreed upon by Memphis, TDOT, and Bartlett as this portion of the work is within the corporate limits of Memphis. Sidewalks will be required in the right-of-way for ADA accessibility and for use by all users.
- 20) Memphis has indicated that a signal will not be allowed at the proposed intersection, but rather at the intersection of US 64 and Van Der Veer, in order to serve the neighborhood on the south side of US 64. Memphis will determine the details of the traffic signal as it will be in their jurisdiction, but TDOT and Bartlett will review and agree as well.
- 21) Memphis, TDOT, and Bartlett will need to review and agree on driveway locations. Fewer driveways and no additional median cuts will be safer for the public. The one proposed on US 64 at the eastern end of the property on scenario A is not needed if there is one at Van Der Veer.
- 22) Option B, on page 15, shows the potential for on-street parallel parking, but doesn't show where on site this parking will be located. On-street parking should meet the requirements for minimum width, and shall be outside of public ROW, especially with a narrowed ROW width. Vehicles

should be able to pass through the main drive without being hindered by parked vehicles and should never need to cross over the centerline to go around parked vehicles.

- 23) Option C, on page 16, shows the potential for on-street parallel parking, but doesn't show where on site this parking will be located. No parking will be allowed within public ROW.
- 24) The minimum speed limit by ordinance in Bartlett is currently 30 MPH. However a speed limit of 20 mph was allowed in Union Depot and the same speed limit will be allowed here. A signage plan will be required.
- 25) The Property owners association (POA) shall be responsible for maintaining the middle of the roundabout.
- 26) Design of the roundabout must meet ADA requirements.
- 27) Roads shall be clearly labeled as private or public. Service drives that are set with an inverted crown will need to be private.
- 28) The Valley Gutter Detail supplied must match the previously approved one used in Union Depot.
- 29) Signage plans shall be submitted, public signs must meet MUTCD, private signs should also. This includes decorative sign posts, a note shall be added to plans for who is responsible to buy/install/maintain them in the future if they are not our standard.

Planning Comments:

1. The existing underlying zoning allows for the applicant to develop a five story commercial building located five feet off the property line from the adjacent "SC-1" commercial zoned property with no public notice required through a standard site plan process approved by the Planning Commission.
2. The applicant will have five years from the date of the approval of the Special Use Permit for the Residential Mixed Use Development to record the final plat for subdivision of the subject property, or to obtain site plan approval and a current building permit should no subdivision of land be necessary. Otherwise, the underlying zoning will apply to any future development of the property.

Planning Conditions:

1. The applicant shall show in the future development submittals that the proposed density will not exceed the available sewer and water capacity, and the proposed location and intensity of the land use should not cause traffic congestion or preclude the amenities of good housing.
2. Should the Special Use Permit be approved by the Board of Mayor and Aldermen, the applicant shall submit a Master Plan with Outline Plan, Construction Plan, and Final Plan with Outline Plan to the Planning Commission, and Site Plan applications for approval by the Planning Commission and Design Review Commission.
3. The applicant should include a phasing plan for the development with the Master Plan submittal with the intent that Construction Plans, Final Plans, and Site Plans will follow in coordination with each phase.
4. The applicant shall be present at the corresponding Board of Mayor and Aldermen meetings to make decisions relative to any changes that maybe suggested by the Board of Mayor and Aldermen.
5. 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.

WHEREAS, the Board of Mayor and Aldermen have determined that this Special Use Permit should be approved;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF BARTLETT, TENNESSEE, that the Special Use Permit to allow a Residential Mixed-Use Development to be located at the northeast corner of Highway 70 and Highway 64, incorporating the above listed conditions, is approved.

ADOPTED THIS 22nd DAY OF JULY, 2025.

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

David Parsons, Mayor

Penny Medlock, City Clerk

PLANNING COMMISSION

Monday, May 5, 2025 - 6:30 P.M.
Bartlett City Hall Assembly Chamber
Staff Comments

NEW BUSINESS

Public Hearing

Special Use Permit

1. Vehicle Repair, 6390 Summer Avenue (David Bray, The Bray Firm)

****Withdrawn by applicant.****

INTRODUCTION: Mr. David Bray with the Bray Firm is requesting Planning Commission approval of a favorable recommendation for a Special Use Permit (SUP) to allow an automotive repair shop within a former car wash. The subject property is located at 6390 Summer Avenue within the "C-H" Commercial Highway Zoning District.

BACKGROUND: On June 1, 1998, The Planning Commission approved the Elmore Road Center, Section B Subdivision. On April 5, 1999, the Planning Commission approved a Site Plan for a Texaco gas station, convenience store and ancillary carwash on the subject property identified as Lot 4 of the Elmore Road Center Section B Subdivision.

DISCUSSION: The specific request by the applicant is for Planning Commission approval of a favorable recommendation to the Board of Mayor and Aldermen for a Special Use Permit (SUP) to allow an automotive repair shop within a former ancillary car wash of the primary gas station with convenience store. Access to the site is from two shared access curb cuts, one on Elmore Road and one on Summer Avenue. The surrounding area includes auto body repair, catering establishment, TN Highway Patrol substation, and single-family residential.

RECOMMENDATION: Unfavorable recommendation to the Board of Mayor and Aldermen based on the fact that the existing site plan of the subject property is a primary gas station and convenience store with ancillary car wash building. Converting the car wash to a general automotive repair switches the site from ancillary use to primary use. Staff recommends the car wash be used as a car wash or revise the site plan to demolish the ancillary car wash and build a new primary building.

Engineering Conditions:

General:

1. A Commercial Site Plan contract may be required and will be prepared by Engineering and submitted to the developer/engineer for review to cover the fees to be paid to the City of Bartlett.

2. A SWPPP and a TDEC permit may be required and shall be submitted to TDEC and also to the City of Bartlett Engineering office.
3. All new utilities shall be underground.
4. Disposal area for used oil and auto fluids shall be marked.
5. Correct all markups.

Site Plan:

6. If required, demolition plan and utility cut-off shall be submitted with a permit from Code Enforcement prior to site construction.

Utility Plan:

7. If any sewer cleanout is located in a paved area, then it shall comply with the detail approved by Bartlett Codes which involves a brass connections and a concrete collar.
8. Developer shall identify three sewer manholes outside of easement as private or public. If sewer manholes are public, then easement should be made that extend to sewer manholes
9. Existing sewer and water tap shall be shown.

Planning Conditions:

1. The applicant shall contain and screen on-site storage of vehicles, equipment, parts, and tires.
2. The applicant shall seal the car wash drains and replace with an auto fluid collection system.
3. The applicant shall include a parking plan with handicap parking that does not share parking with the convenience store.
4. The auto repair building needs office space and bathroom facilities.
5. 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.
6. The applicant shall be present at the corresponding Board of Mayor and Aldermen meetings to make decisions relative to any changes that may be suggested by the Board of Mayor and Aldermen.
7. Should the Special Use Permit be approved by the Board of Mayor and Aldermen, the applicant shall submit site plan applications for approval by the Planning Commission and Design Review Commission.

2. Union Depot Planned Development 1st Addition, Northeast Corner of Highway 70 and Highway 64 (Michelle Ye, DT design studio)

INTRODUCTION: Michelle Ye with DT Design Studio is requesting Planning Commission approval of a favorable recommendation for a Special Use Permit to allow a Residential Mixed Use Development. The subject property is located

at the northeast corner of Highway 70 and Highway 64. The subject property is within the "SC-1" Planned Unit Commercial Zoning District.

BACKGROUND: The subject property is 34.2 acres of vacant property. In 2019, the City of Bartlett added the Residential Mixed Use Overlay District to Article VI, Section 29 of the Bartlett Zoning Ordinance. The Residential Mixed Use is a site specific special use intended to allow residential uses with mixed uses including commercial and office developments in buildings of two or more stories. The Residential Mixed Use shall be applied for as a Special Use Permit that will be reviewed by the Planning Commission, requiring the final action of the Board of Mayor and Aldermen. The Special Use Permit for the Residential Mixed Use may be allowed in office zoning districts, commercial zoning districts, and residential zoning districts where existing commercial and office zoning directly abuts residential zoning or on lots with combination zoning that includes residential zoning along with commercial, and/or office zoning, and having major and/or minor road frontage. In December 2021, the Board of Mayor and Aldermen approved a Special Use Permit to allow for the submittal of development plans for a Residential Mixed Use Planned Development on the 73.9 acres that was the former site of the Tennessee Baptist Childrens Home and is located across Highway 70 from the subject property.

DISCUSSION: The specific request by the applicant is for the Planning Commission approval of a favorable recommendation for a Special Use Permit to allow a Residential Mixed Use Development on the subject property located at the northeast corner of Highway 70 and Highway 64. According to Article VI, Section 29 of the Bartlett Zoning Ordinance, a Special Use Permit is required to move forward with submitting development plans for a Residential Mixed Use Development. The surrounding Zoning Districts are "SC-1" Planned Unit Commercial Development to the north, City of Memphis Commercial to the south, and "RS-10" Single Family Residential to the east, and "C-H" Highway Business Commercial and "O-R-1" Neighborhood Office with a Residential Mixed Use (RMU) Special Use Permit to the west. The surrounding uses include: residential, pest control business, veterinary clinic, child care center, restaurants, multi-tenant retail, bank, and gas station convenience store. The proposed conceptual scenarios are as follows:

Scenario A			
District	Use	Acreage	Units
1	Commercial and Lofts	8.6	225
2	Commercial	9.5	N/A
2	Flats	9.0	275

			500
District	Use	Acreage	% Total Site Area
1, 2	Greenspace	7.1	21%

Scenario B			
District	Use	Acreage	Units
1	Commercial and Lofts	8.6	225
2	Commercial	2.1	N/A
2	Flats	15.0	385
			610
District	Use	Acreage	% Total Site Area
1, 2	Greenspace	8.5	25%

*Townhomes may substitute some of the Flats in District 2.

Recommendation: Approval of a favorable recommendation to the Board of Mayor and Aldermen with conditions.

Engineering Conditions:

General:

- 1) A Subdivision Contract will be required to cover all associated fees and bond.
- 2) Existing blue-line stream shall be shown on survey.
- 3) All new utilities shall be underground.

Stormwater:

- 4) A HECRAS hydraulic drainage study shall be submitted to the Engineering Department for review of the existing blue line stream conditions and Flood Plain, and to insure that adequate detention is provided. Full detention calculations will be required.
- 5) In accordance with the Stormwater Ordinance, the Blue line stream passing through the Site to the northeast will require a 90' buffer (160 acres) on both sides of the stream. This may be reduced, depending on the results of the HECRAS Study mentioned above.
- 6) This Site may require a Sedimentation basin, per TDEC requirements, during construction.
- 7) Minimum finished floor shall be set for lots with close proximity to the stream.
- 8) An ARAP Permit may be required by TDEC where the proposed road will necessitate stream modification.

Sewer

- 9) Sewer connections on existing mains shall show size and capacity of downstream gravity lines for accurate capacity calculations within lines. Sewer design shall meet the requirements of both Bartlett and Memphis or provide alternatives acceptable to service site adequately.

- 10) Hydraulic sewer calculations should be sent to the City of Memphis to receive a letter of availability. A copy of this letter should be sent to the City of Bartlett Engineering Department.
- 11) Regarding the existing 10" sewer line on the property, the Developer may have to remediate/repair/replace sections of this sewer line in order to accommodate the proposed sewer flows from the development.

Water

- 12) The Developer shall provide building material and construction types to Fire Marshall so an accurate determination of Fire Flow requirements can be made.
- 13) Depending on finished floor elevations and number of stories, fire flows may be challenging on this site. A 12" extension may be needed through the site as well, connecting the existing 12" on US 70 to the existing 12" on US 64. Because of this:
 - a. The Developer may have to bore across HWY 70 for water extension. A TDOT permit will be required.
 - b. The Developer may have to bore across HWY 64 for water extension. A TDOT permit will be required and possible lane closure. (Water main is located in middle of sidewalk).
 - c. The Developer may have to extend 12" water across portions HWY 64 frontage.
- 14) Some multiple story units may require private water distribution pumps to insure minimum operating pressures are maintained for buildings over two stories.

Transportation

- 15) A ROW dedication of 57' will be required on US 70. An additional lane may be required on one or both sides of US 70 if the traffic study indicates a need for additional capacity in order to maintain an acceptable level of service (LOS), from US 64 and the north property line of this development.
- 16) A traffic study will be required for future submittals.
- 17) Access points to US 70 shall have proven acceptable site distance or be limited to right-in-right-out. The northern access may not be needed as most vehicles in the development will be funneled to the main Union Depot Dr. signal.
- 18) All necessary pedestrian and vehicular phases need to be added to the US 70 Traffic Signal to accommodate the additional leg of the intersection, including poles, mast arms, pedestrian signals, signal heads, signs, striping, and all ADA requirements. The Signal should be re-timed to account for expected traffic, but the left and right-turn lanes should be sufficient enough for some stacking, so that US 70 traffic is not frequently stopped during peak traffic times. Right turners onto eastbound 70 should be allowed to turn right on red without actuating the signal, by incorporating a significant delay and/or excluding the right-turn lane from vehicle detection.
- 19) US 64 Roadwork will need to be agreed upon by Memphis, TDOT, and Bartlett as this portion of the work is within the corporate limits of Memphis. Sidewalks will be required in the right-of-way for ADA accessibility and for use by all users.

- 20) Memphis has indicated that a signal will not be allowed at the proposed intersection, but rather at the intersection of US 64 and Van Der Veer, in order to serve the neighborhood on the south side of US 64. Memphis will determine the details of the traffic signal as it will be in their jurisdiction, but TDOT and Bartlett will review and agree as well.
- 21) Memphis, TDOT, and Bartlett will need to review and agree on driveway locations. Fewer driveways and no additional median cuts will be safer for the public. The one proposed on US 64 at the eastern end of the property on scenario A is not needed if there is one at Van Der Veer.
- 22) Option B, on page 15, shows the potential for on-street parallel parking, but doesn't show where on site this parking will be located. On-street parking should meet the requirements for minimum width, and shall be outside of public ROW, especially with a narrowed ROW width. Vehicles should be able to pass through the main drive without being hindered by parked vehicles and should never need to cross over the centerline to go around parked vehicles.
- 23) Option C, on page 16, shows the potential for on-street parallel parking, but doesn't show where on site this parking will be located. No parking will be allowed within public ROW.
- 24) The minimum speed limit by ordinance in Bartlett is currently 30 MPH. However a speed limit of 20 mph was allowed in Union Depot and the same speed limit will be allowed here. A signage plan will be required.
- 25) The Property owners association (POA) shall be responsible for maintaining the middle of the roundabout.
- 26) Design of the roundabout must meet ADA requirements.
- 27) Roads shall be clearly labeled as private or public. Service drives that are set with an inverted crown will need to be private.
- 28) The Valley Gutter Detail supplied must match the previously approved one used in Union Depot.
- 29) Signage plans shall be submitted, public signs must meet MUTCD, private signs should also. This includes decorative sign posts, a note shall be added to plans for who is responsible to buy/install/maintain them in the future if they are not our standard.

Planning Comments:

1. The existing underlying zoning allows for the applicant to develop a five story commercial building located five feet off the property line from the adjacent "SC-1" commercial zoned property with no public notice required through a standard site plan process approved by the Planning Commission.
2. The applicant will have five years from the date of the approval of the Special Use Permit for the Residential Mixed Use Development to record the final plat for subdivision of the subject property, or to obtain site plan approval and a current building permit should no subdivision of land be

necessary. Otherwise, the underlying zoning will apply to any future development of the property.

Planning Conditions:

1. The applicant shall show in the future development submittals that the proposed density will not exceed the available sewer and water capacity, and the proposed location and intensity of the land use should not cause traffic congestion or preclude the amenities of good housing.
2. Should the Special Use Permit be approved by the Board of Mayor and Aldermen, the applicant shall submit a Master Plan with Outline Plan, Construction Plan, and Final Plan with Outline Plan to the Planning Commission, and Site Plan applications for approval by the Planning Commission and Design Review Commission.
3. The applicant should include a phasing plan for the development with the Master Plan submittal with the intent that Construction Plans, Final Plans, and Site Plans will follow in coordination with each phase.
4. The applicant shall be present at the corresponding Board of Mayor and Aldermen meetings to make decisions relative to any changes that maybe suggested by the Board of Mayor and Aldermen.
5. 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.

Final Plan

3. EGY Subdivision, 7642 Highway 70 (Christine Donhardt, The Reaves Firm)

INTRODUCTION: Christine Donhardt with The Reaves Firm is requesting Planning Commission approval of a Final Plan for the EGY Subdivision. The subject property is located at 7642 Highway 70. The subject property has split zoning with the northern half being in the "RS-12" Single Family Residential Zoning District and the southern half being in the "C-H" Highway Business Zoning District.

BACKGROUND: The subject property is not a legal lot of record and is less than 4-acres (not exempt from subdivision regulations). In order to make the lot eligible for a building permit, it must be within a Planning Commission approved and legally recorded subdivision. In March 2023, the Planning Commission approved the Master Plan and Construction Plan of the EGY Subdivision.

DISCUSSION: The specific request by the applicant is for the approval of the Final Plan for the EGY Subdivision. The applicant is proposing to subdivide the existing 2.269 acre subject property into two lots. Lot 1 is proposed to be 1.226 acres,

and Lot 2 is proposed to be 1.043 acres. Once Lots 1 and 2 are recorded on the plat, the applicant will re-record the plat to combine Lots 1 and 2 to create one legal lot of record that is eligible for a building permit. Access to the subdivision will be from an existing curb cut on Highway 70.

Recommendation: Approval with conditions.

Engineering Conditions:

General:

- 1) A Commercial Site Plan contract will be required and will be prepared by Engineering and submitted to the developer/engineer for review to cover the fees to be paid to the City of Bartlett.
- 2) If needed applicant/ Engineer shall provide a digital set of drawing files showing the sanitary sewer lines, drainage lines, lot lines and all improvements in AutoCAD format to dhubbard@cityofbartlett.org and ecampbell@cityofbartlett.org for use in the preparation of the Water Design Plan. This plan will be coordinated with the site design engineer to resolve any conflicts.
- 3) A SWPPP may be required and shall be submitted to TDEC and also to the City of Bartlett Engineering office.
- 4) All new utilities shall be underground.
- 5) Demolition plan shall be submitted for the existing structures with a permit from Code Enforcement. Demo should be signed off and completed before plat is recorded or any site plans are signed.
- 6) Fire protection must be approved by the City of Bartlett Fire Marshall.
- 7) Correct all markups.
- 8) Additional plat to combine both lots into one shall be added.

Utility Plan:

- 9) If any sewer cleanout is located in a paved area, then it shall comply with the detail approved by Bartlett Codes which involves a brass connections and a concrete collar.
- 10) Proposed Sewer service needs cleanout on property line.
- 11) This project is located in the Fletcher Creek Sewer Basin, if an existing sewer service cannot be found, approval will be dependent on developer receiving written approval from the City of Memphis for new sewer connection and possible sewer holding tank. Sewer tank design must be added to plan set and approval from Memphis will be required prior to City of Bartlett approval.
- 12) Tracer wire must be installed on all sewer lines, including services.
- 13) The existing water service , currently shown for irrigation, will need to be re-located out of ROW and adjusted to grade. Traffic control plan will be required along with any TDOT permits.

Erosion Control Plan:

- 14) During construction, extra care will be needed to ensure that silt is not tracked out onto US HWY 70.
- 15) EPSCs needed around detention basin.
- 16) Detention basin must be sodded after construction.

Erosion Control Details:

- 17) Metal posts with wired backed fence are required on the proposed silt fences.

Grading & Drainage Plan:

- 18) Applicant's engineer shall submit the stamped and signed detention calculations for the detention basin and show the 'pre' and the 'post' runoff for the 2, 5, 10, 25 year storms.
- 19) No drainage or outlet control structure details for detention basin are shown.
- 20) Public or Private drainage shall be stated.

Highway 70 :

- 21) Construction of a paved shoulder of an additional 10' wide will be required on HWY 70. This additional asphalt section shall be full depth pavement, consistent with the existing roadway, and must conform to TDOT standards. This shall be added to the construction plans with TDOT approval.
- 22) Traffic control plan will be required along with any TDOT permits.
- 23) Utility poles (two MLGW and one communications) may need to be relocated.
- 24) Additional elevation points, grades, and cross-sectional slope sections, coming from the existing centerline and including the new deceleration lane shall be added. Cross slope transition and positive road drainage shall be maintained.
- 25) Deceleration lane shall transition to existing slope at no greater than a 4:1 slope.

Planning Comments:

- 1. The applicant has confirmed with staff that the proposed 6' vinyl coated chain link fence separating the car wash site from the residential zoned portion of the subject property will be a 6' site proof composite fence with a gate to allow for property maintenance. Composite fence detail will be approved with DRC Site Plan submittal.
- 2. The applicant has confirmed with staff that the 6' tall shadowbox fence with brick columns 20' on center that is required as a part of the Landscape Plate 23D along the east property line will be an 8' site proof composite fence. Composite fence detail will be approved with DRC Site Plan submittal.

Planning Conditions:

- 1. The applicant must obtain a demo permit from Code Enforcement to demolish the existing house and accessory buildings.

2. The commercial property owner will be responsible for landscape maintenance of the entire lot and the fence adjacent to the residential neighbors in perpetuity.
3. The applicant must maintain the vacant residential zoned portion of the property in accordance to City of Bartlett Codified Ordinance 13-113.
4. The applicant must obtain Site Plan approval from the Design Review Commission.
5. The applicant shall be present at the meeting in order to make decisions relative to any changes that may be suggested by the Planning Commission.

Site Plan

4. Shine & Roll Car Wash, 7642 Highway 70 (Christine Donhardt, The Reaves Firm)

INTRODUCTION: Christine Donhardt with The Reaves Firm is requesting Planning Commission approval of a Site Plan for the Shine & Roll Car Wash. The subject property is located at 7642 Highway 70. The subject property has split zoning with the northern half being in the “RS-12” Single Family Residential Zoning District and the southern half being in the “C-H” Highway Business Zoning District.

BACKGROUND: The subject property is not a legal lot of record and is less than 4-acres (not exempt from subdivision regulations). In order to make the lot eligible for a building permit, it must be within a Planning Commission approved and legally recorded subdivision. In March 2023, the Planning Commission approved the Master Plan and Construction Plan of the EGY Subdivision.

DISCUSSION: The specific request by the applicant is for the approval of a Site Plan to construct a 3,973 square foot automatic vehicle wash. The site will have 14 self-service automobile vacuum cleaners on the east side of the building. Access to the site will be from an existing driveway off Highway 70. Specifics of the site plan are as follows:

Site Data	
Site Area:	2.273 acres/99,015 square feet
Total Proposed Parking Spaces:	16 (2 regular/14 with vacuum)
Handicap Accessible:	1 van accessible
Regular:	15
Proposed Building Area:	3,973 square feet
Greenspace/Openspace:	71%
Building Height:	34 feet 8 inches

Recommendation: Approval with conditions.

Engineering Conditions:

General:

- 1) A Commercial Site Plan contract will be required and will be prepared by Engineering and submitted to the developer/engineer for review to cover the fees to be paid to the City of Bartlett.
- 2) If needed applicant/ Engineer shall provide a digital set of drawing files showing the sanitary sewer lines, drainage lines, lot lines and all improvements in AutoCAD format to dhubbard@cityofbartlett.org and ecampbell@cityofbartlett.org for use in the preparation of the Water Design Plan. This plan will be coordinated with the site design engineer to resolve any conflicts.
- 3) A SWPPP may be required and shall be submitted to TDEC and also to the City of Bartlett Engineering office.
- 4) All new utilities shall be underground.
- 5) Demolition plan shall be submitted for the existing structures with a permit from Code Enforcement. Demo should be signed off and completed before plat is recorded or any site plans are signed.
- 6) Fire protection must be approved by the City of Bartlett Fire Marshall.
- 7) Correct all markups.
- 8) Additional plat to combine both lots into one shall be added.

Utility Plan:

- 9) If any sewer cleanout is located in a paved area, then it shall comply with the detail approved by Bartlett Codes which involves a brass connections and a concrete collar.
- 10) Proposed Sewer service needs cleanout on property line.
- 11) This project is located in the Fletcher Creek Sewer Basin, if an existing sewer service cannot be found, approval will be dependent on developer receiving written approval from the City of Memphis for new sewer connection and possible sewer holding tank. Sewer tank design must be added to plan set and approval from Memphis will be required prior to City of Bartlett approval.
- 12) Tracer wire must be installed on all sewer lines, including services.
- 13) The existing water service , currently shown for irrigation, will need to be re-located out of ROW and adjusted to grade. Traffic control plan will be required along with any TDOT permits.

Erosion Control Plan:

- 14) During construction, extra care will be needed to ensure that silt is not tracked out onto US HWY 70.
- 15) EPSCs needed around detention basin.
- 16) Detention basin must be sodded after construction.

Erosion Control Details:

17) Metal posts with wired backed fence are required on the proposed silt fences.

Grading & Drainage Plan:

18) Applicant's engineer shall submit the stamped and signed detention calculations for the detention basin and show the 'pre' and the 'post' runoff for the 2, 5, 10, 25 year storms.

19) No drainage or outlet control structure details for detention basin are shown.

20) Public or Private drainage shall be stated.

Highway 70 :

21) Construction of a paved shoulder of an additional 10' wide will be required on HWY 70. This additional asphalt section shall be full depth pavement, consistent with the existing roadway, and must conform to TDOT standards. This shall be added to the construction plans with TDOT approval.

22) Traffic control plan will be required along with any TDOT permits.

23) Utility poles (two MLGW and one communications) may need to be relocated.

24) Additional elevation points, grades, and cross-sectional slope sections, coming from the existing centerline and including the new deceleration lane shall be added. Cross slope transition and positive road drainage shall be maintained.

25) Deceleration lane shall transition to existing slope at no greater than a 4:1 slope.

Planning Comments:

1. The applicant has confirmed with staff that the proposed 6' vinyl coated chain link fence separating the car wash site from the residential zoned portion of the subject property will be a 6' site proof composite fence with a gate to allow for property maintenance. Composite fence detail will be approved with DRC Site Plan submittal.

2. The applicant has confirmed with staff that the 6' tall shadowbox fence with brick columns 20' on center that is required as a part of the Landscape Plate 23D along the east property line will be an 8' site proof composite fence. Composite fence detail will be approved with DRC Site Plan submittal.

Planning Conditions:

1. The applicant must obtain a demo permit from Code Enforcement to demolish the existing house and accessory buildings.
2. The commercial property owner will be responsible for landscape maintenance of the entire lot and the fence adjacent to the residential neighbors in perpetuity.
3. The applicant must maintain the vacant residential zoned portion of the property in accordance to City of Bartlett Codified Ordinance 13-113.
4. The applicant must obtain Site Plan approval from the Design Review Commission.

5. The applicant shall be present at the meeting in order to make decisions relative to any changes that may be suggested by the Planning Commission.

5. Youth Villages Parking Lot Expansion, 7410 Memphis-Arlington Road (Jamie Bostick, A2H Inc.)

INTRODUCTION: Mr. Jaime Bostick with A2H Inc. is requesting Planning Commission approval of a revised site plan for Youth Villages. The subject property is located at 7410 Memphis-Arlington Rd on the northeast corner of Memphis-Arlington and Broadway Road. It is within the "R-E" Residential zoning district.

BACKGROUND: Youth Villages was originally annexed into the City in 1985 with uses that were "grandfathered-in" as legal non-conforming uses. On November 6, 2000, the Planning Commission approved a Special Use Permit (SUP) for a "children's home" use which allowed multiple buildings on the site. On April 2, 2007, the Planning Commission approved a site plan to add a girl's residential treatment facility and an additional maintenance building. On March 7, 2016, the Planning Commission approved a site plan to add a boy's residential treatment facility. On December 3, 2018, the Planning Commission approved a site plan to add a classroom building, basketball pavilion, storage/ washroom facility, outdoor pavilion and additional parking.

DISCUSSION: The specific request by the applicant is for Planning Commission approval of a revised site plan to add 82 employee parking spaces in two locations near their boys' dorm. The northern site is a grassy area along the outer edge of the main drive, adjacent to existing parking spaces on either side of two utility easements. The southern site is adjacent to the campus school.

Site Data	
Total Existing Parking Spaces:	166 (6-ADA Accessible)
Total Proposed Parking Spaces:	82

RECOMMENDATION: Approval with conditions

Engineering Conditions:
General:

- 1) A Commercial Site Plan contract may be required and will be prepared by Engineering and submitted to the developer/engineer for review to cover the fees to be paid to the City of Bartlett.
- 2) A SWPPP may be required and shall be submitted to TDEC and also to the City of Bartlett Engineering office.
- 3) If any utilities require adjustment due to grade change, City of Bartlett Specifications shall be utilized.
- 4) Correct all markups.

Grading & Drainage Plan:

- 5) Parking lot grading is recommended to be kept to 1% minimum.
- 6) Spot elevations are needed at corners of handicap parking spots and access.
- 7) Include calculations to show that existing detention basin has accounted for this development.
- 8) All drainage shall be denoted as private.
- 9) Drainage area, flow and velocity shall be shown in pipe table.

Erosion Control Plan:

- 10) The engineer shall provide a copy of the SWPPP (Storm Water Pollution Prevention Plan) that has been or will be submitted to TDEC (Tennessee Department of Conservation), if required.
- 11) Prior to any work being started, an NOC (Notice of Coverage) from TDEC must be received and a copy submitted to the City of Bartlett, if required.
- 12) Construction entrance may be needed to limit mud/silt tracked off site.

Erosion Control Details:

- 13) Metal posts with wired backed fence are required on the proposed silt fences.

Planning Conditions:

1. The applicant shall add one (1) ADA compliant parking space to the overall Bill's Place site. The parking space must be located near the entrance to the building.
2. The applicant shall include a landscape plan which shows all parking spaces shall be within a maximum distance of 75 feet from a tree.
3. Should the proposed site plan be approved by the Planning Commission, the applicant shall seek site plan approval from the Design Review Commission for landscaping, lighting, signage, exterior elevations, colors, and materials.
4. The applicant shall be present at the meetings in order to make decisions relative to any changes that may be suggested by the Planning Commission.
5. The owner/applicant shall identify all utilities on site by contacting Tennessee One Call at 811 before commencing any site work.

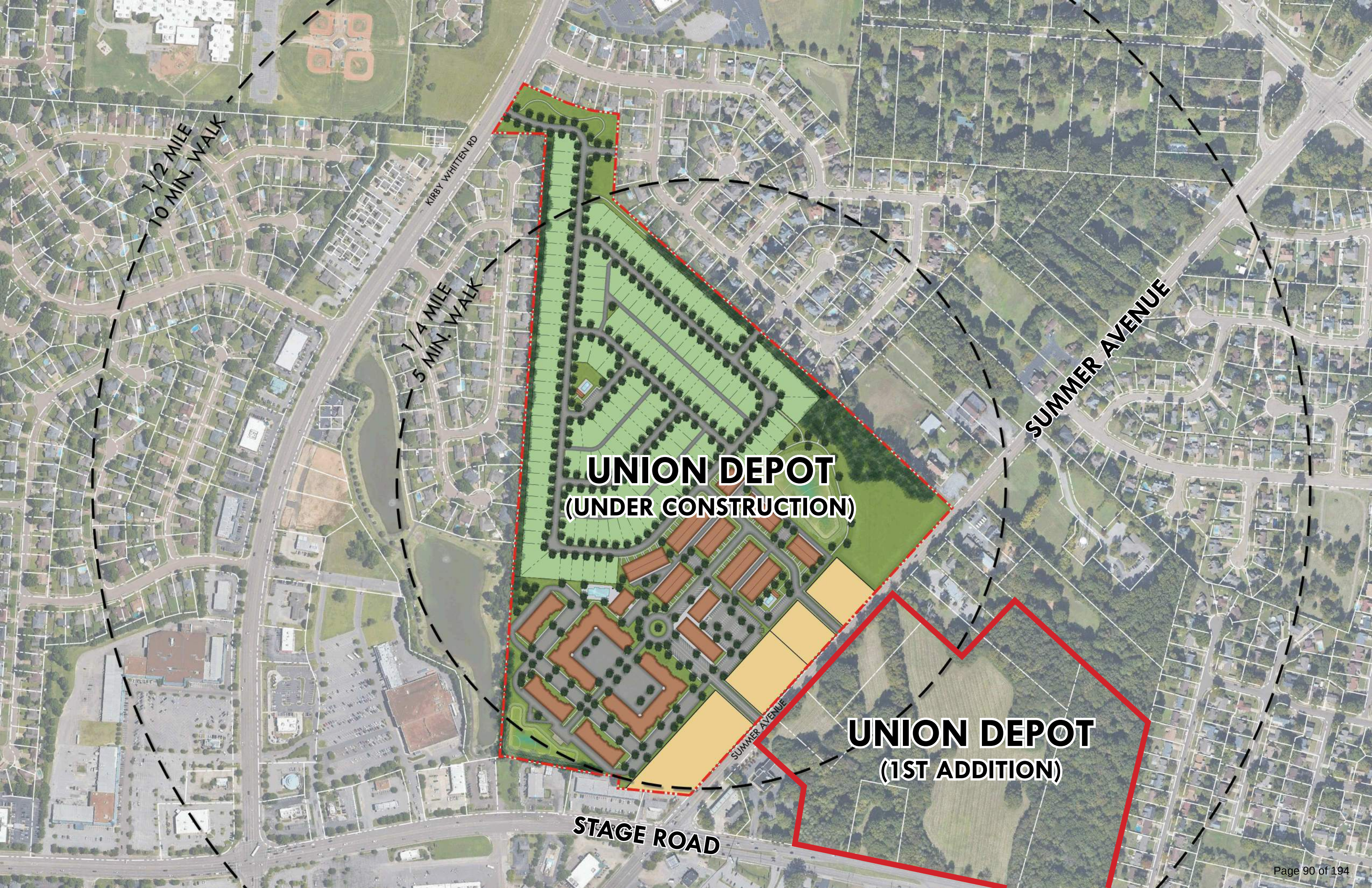
UNION DEPOT, 1ST ADDITION

Bartlett, Tennessee

OWNER:
BLUE SKY COMMUNITIES, LLC

Shapiro & Company
architects, p.c.

dt
DESIGN STUDIO

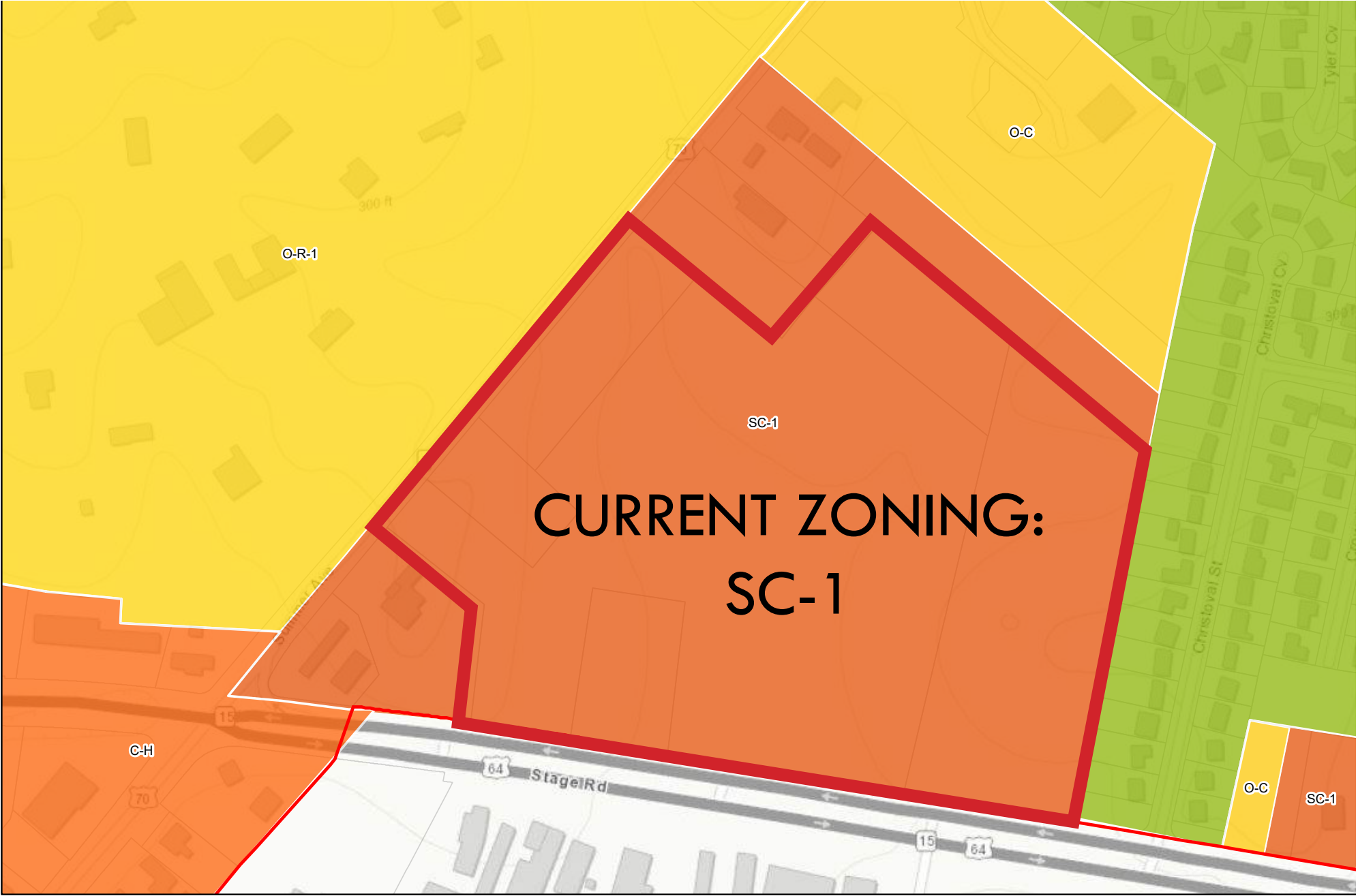


UNION DEPOT
(UNDER CONSTRUCTION)

UNION DEPOT
(1ST ADDITION)



LATEST CITY ZONING MAP (2024)



5/27/2025

Bartlett_City_Limits

ZONING

C-H

C-L

O-C

O-R-1

RS-10

SC-1

PARCELS_2023_COMPOSITE_CLIP

Citations

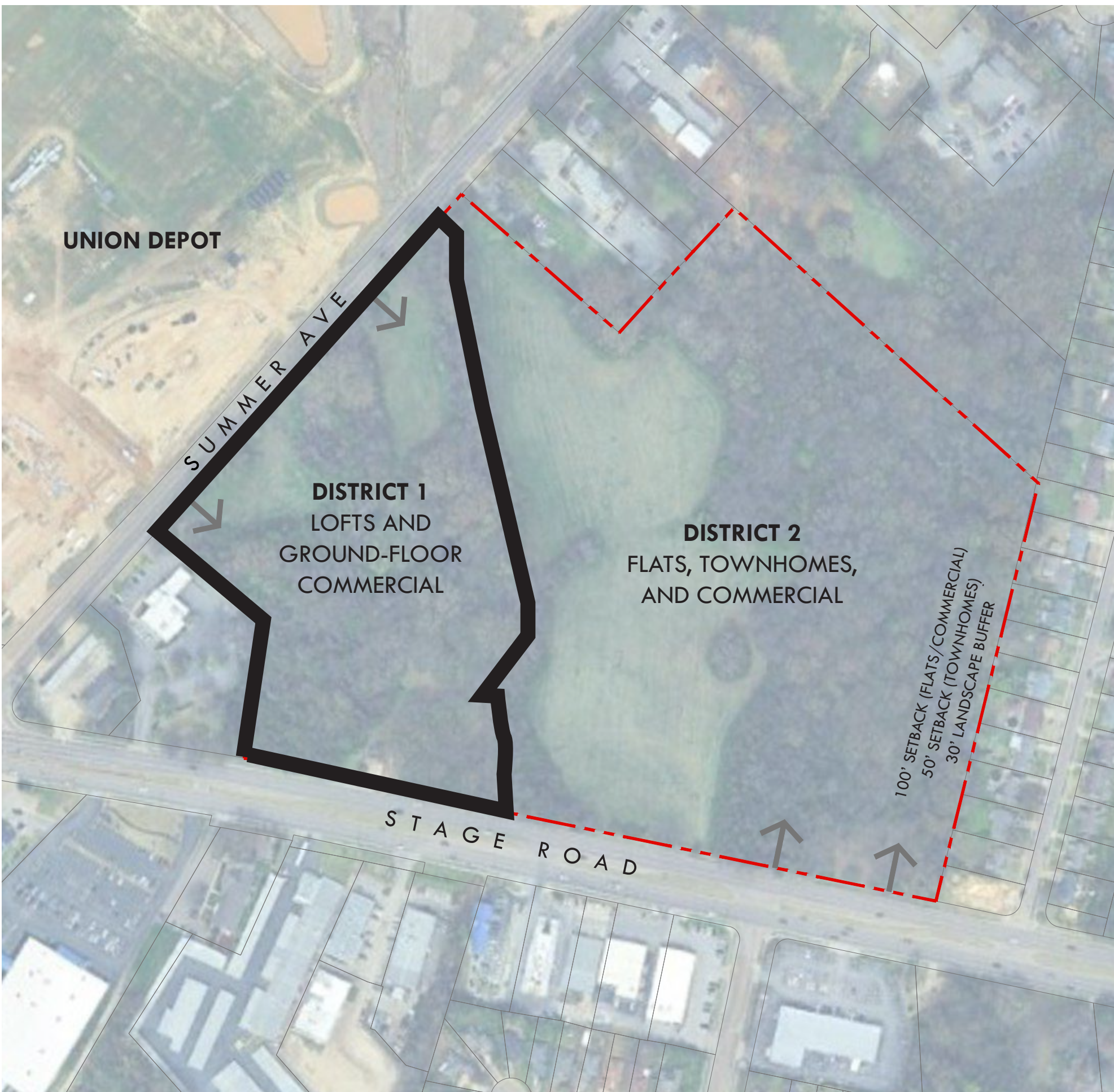
EXAMPLES OF DEVELOPMENTS ALLOWED*:

- UP TO 5-STORY OFFICE BUILDING
- RETAIL STORE
- RESTAURANT
- GAS STATION/C-STORE
- BIG-BOX RETAILER
- SEASONAL SHIPPING CONTAINERS

* COULD ALL BE SITED 5’ OFF PROPERTY LINE WHERE ADJACENT TO COMMERCIAL USES WITH SITE PLAN APPROVAL

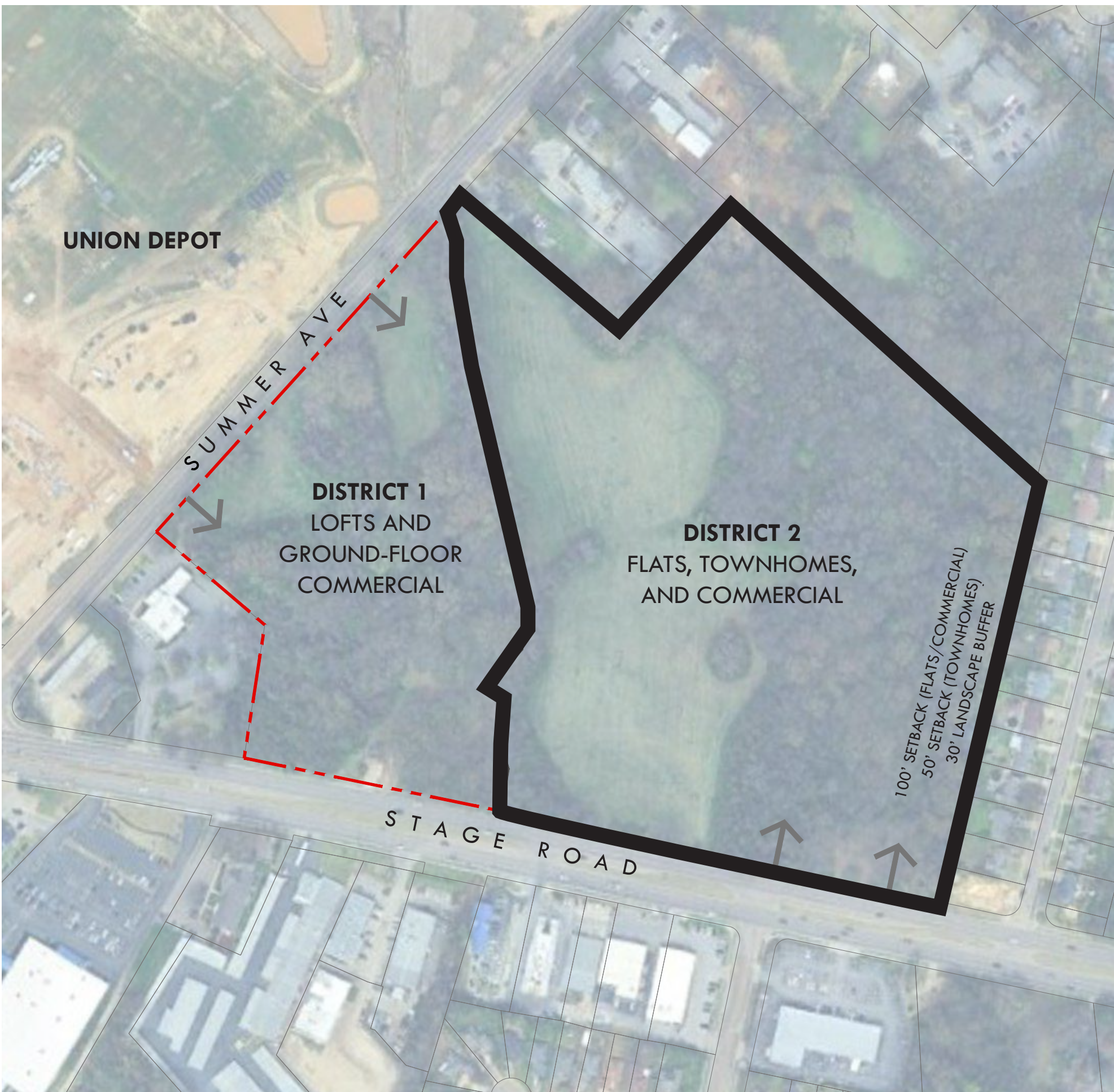
EXAMPLES OF PLANNED USES, DISTRICT 1:

- RESIDENTIAL LOFT AND COMPLEMENTARY AMENITY SPACES
- GROUND-FLOOR COMMERCIAL
- OFFICES, MEDICAL CLINICS, GROCERY OR FOOD MARKET, PHARMACY/DRUG STORE, RESTAURANTS, RETAIL STORES, BAKERY, ETC.



EXAMPLES OF PLANNED USES, DISTRICT 2:

- SIMILAR USES AS DISTRICT 1, FLATS IN MULTI-STORY BUILDINGS AND OPTION FOR TOWNHOMES, RATHER THAN LOFTS ABOVE RETAIL



POTENTIAL DEVELOPMENT
SCENARIO A
(BASED ON PROPOSED USES)



SUMMER AVE.

MIXED-USE
(COMMERCIAL
AND LOFTS)

MIXED-USE
(COMMERCIAL
AND LOFTS)

LOFTS

RETENTION

RETENTION

COMMERCIAL

COMMERCIAL

STAGE ROAD

POTENTIAL DEVELOPMENT
SCENARIO B
(BASED ON PROPOSED USES)



SUMMER AVE.

MIXED-USE
(COMMERCIAL
AND LOFTS)

MIXED-USE
(COMMERCIAL
AND LOFTS)

STAGE ROAD

COMMERCIAL

LOFTS

LOFTS

LOFTS

LOFTS

LOFTS

RETENTION

RETENTION

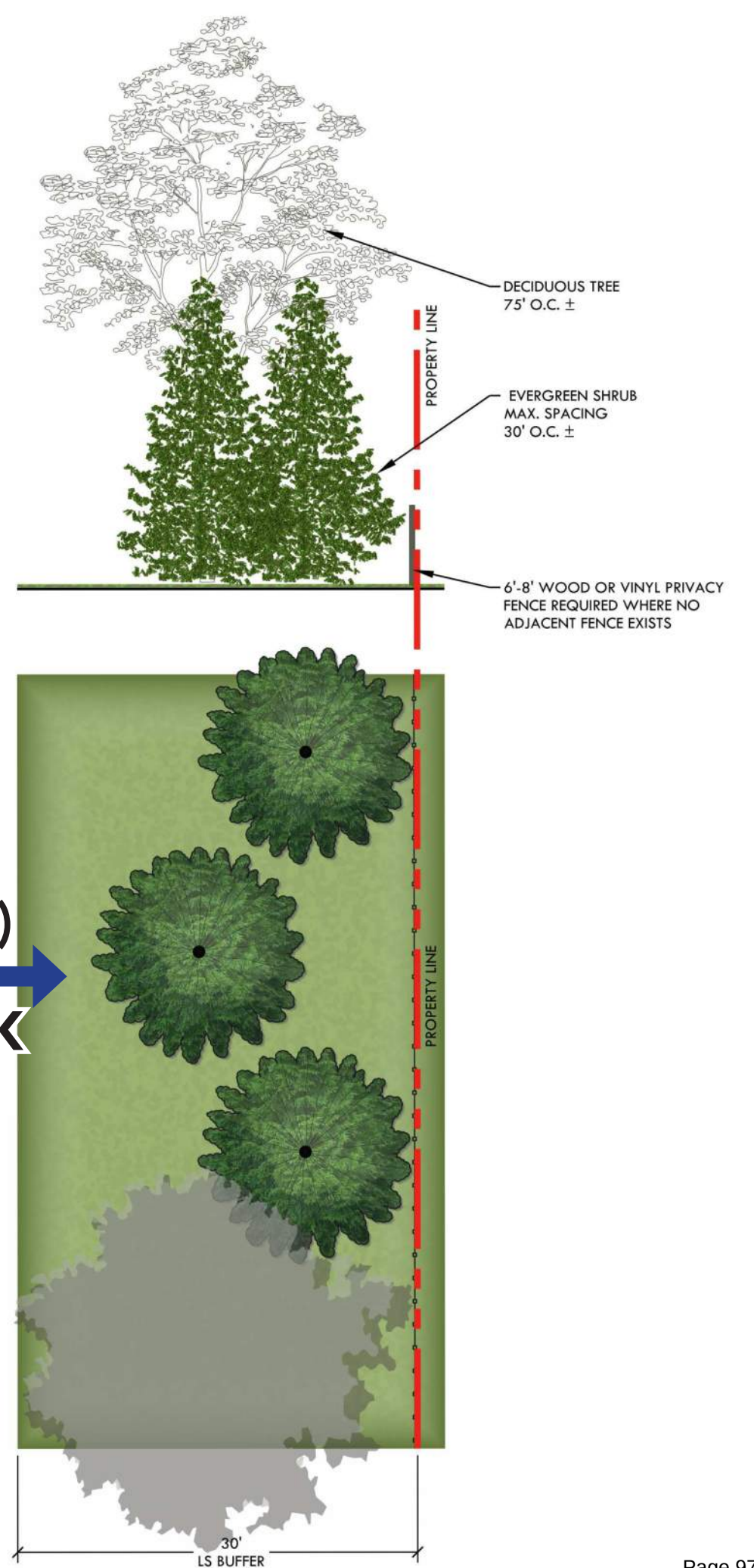
EASTERN BOUNDARY (COMMERCIAL ADJACENT TO RESIDENTIAL)



**30' PROPOSED BUFFER
(20' IS CITY STANDARD)**

**100' BUILDING SETBACK
(COMMERCIAL/FLATS)**

**50' BUILDING SETBACK
(TOWNHOMES)**



CITY OVERSIGHT THROUGHOUT IMPLEMENTATION:

- FINAL SITE AND LANDSCAPE PLANS FOR EACH PHASE SHALL BE REVIEWED BY THE CITY TO ENSURE THAT ALL PROPOSED IMPROVEMENTS WILL ADHERE TO THIS OUTLINE PLAN AND CITY ORDINANCES AS REQUIRED.

ATTENTION TO GREEN SPACES:

- COMMON OPEN SPACE AREAS INCLUDE A MINIMUM OF 20% OF THE TOTAL SITE AREA
- COMMON OPEN SPACES MAY HAVE AMENITIES SUCH AS HARDSCAPE PLAZAS, POOL AREAS, SHADE STRUCTURES, WALKING TRAILS, OPEN LAWN AREAS, SHADE TREES, SEATING AREAS, ETC.



NORTHERN BOUNDARY





PC Special Use Permit Application Application

Date: 05/05/2025

Project Information

Property Address: NE Corner of HWY 70 and
HWY 64

Present Zoning: SC-1
of Lots: Varies

Project Name:

Description: RMU

Applicant / Owner

Applicant Name: Michelle Ye
Company Name: DT design studio
Address: 1350 Concourse Ave. Ste.
447 Mailbox LL004
City, State, Zip: Memphis, TN 38104
Phone: 9016465077
Email: michelle@dt-
designstudio.com

Owner Name: Keith Grant (Developer)
Company Name: Blue Sky Communities, Inc.
Address: 177 Crescent Drive
City, State, Zip: Collierville, TN 38017
Phone: 901-316-0350
Email: Kgrant@grantnewhomes.com

Architect / Engineer

Architect Contact: Michelle Ye (Planner)
Company Name: DT design studio
Address: 1350 Concourse Ave. Ste.
447 Mailbox LL004
City, State, Zip: Memphis, TN 38104
Phone: 9016465077
Email: michelle@dt-
designstudio.com

Architect Contact: Will Sawtelle
Company Name: Parker, Estes, & Associates
Address: 3460 Ridge Meadow Parkway
City, State, Zip: Memphis, TN 38115
Phone: 901-360-9805
Email: sawtelle@bellsouth.net

I do hereby certify that the information contained herein is true and correct.

Michelle Ye
Name

05/05/2025
Date

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 Special Use Permit Approval

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

Requested Special Use Residential Mixed Use

Property Address NE Corner of HWY 70 and HWY 64

Present Zoning SC-1

Owner/Developer Contact Keith Grant Phone 901-316-0350

Company Name Blue Sky Communities, Inc. Fax _____

Address 177 Crescent Drive, Collierville, TN 38017

Email Address Kgrant@grantnewhomes.com

Architect Contact Michelle Ye (Planner) Phone 901-646-5077

Company Name DT design studio Fax _____

Address 1350 Concourse Ave, Ste 447 (Mailbox LL004), Memphis, TN 38104

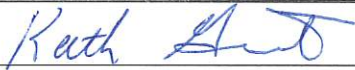
Email Address michelle@dt-designstudio.com

Engineer Contact Will Sawtelle Phone 901-360-9805

Company Name Parker, Estes, & Associates Fax _____

Address 3460 Ridge Meadow Parkway, Memphis, TN 38115

Email Address sawtelle@bellsouth.net

Submitted by Keith Grant  5/5/25
(printed name) (signature) (date)

Email Address kgrant@grantnewhomes.com Phone 901-316-0350 Fax N/A

KG Acknowledge (by initials in the blank to the left) that the “**Application Instructions: Planning Commission**” were obtained and read prior to submitting this application.

KG Attach a checked-off “**Special Use Permit Checklist**” and all items required therein.

N/A Provide 18-folded (± 10”x13”) sets of plans with a copy of the signed application attached to each set.

KG 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.

KG Include a fee with this application (check payable to the City of Bartlett) of \$500 for five (5) acres or less, plus \$50 per acre (after the first five) to a maximum of \$3,000. **The fee is not refundable.**

$\$500 + (34.2 - 5) \times \$50 = \$1,960$

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

Bailey Wiener, Jr.  5-1-25
(print name) (signature) (date)

Special Use Permit Checklist

Plot Plan and Legal Description (each parcel, if more than one)

- I. X Plot plan, drawn to scale, showing the following information for each parcel, (several parcels may be included on one sheet):
 - A. X Adjoining public street rights-of-way
 - B. X Area (acres)
 - C. X Present zoning
 - D. X Requested special use, including purpose (attach statement, one page maximum)
 - E. X Area in which buildings are proposed to be located, showing setback dimensions from line.
 - F. X Drainage
 - G. X Ingress and egress to the property and proposed structures thereon with particular reference to automotive and pedestrian safety and convenience, traffic flow and control, and access in case of fire or catastrophe.
 - H. X Off-street parking and loading areas where required, with particular attention to the items in (G) above and the economic, noise, glare, or odor effects of the special permit on adjoining properties and properties in the district.
 - I. X Refuse and service areas, with particular reference to the items in (G) and (H) above.
 - J. X Utilities with reference to locations, availability, and compatibility.
 - K. X Screening and buffering with reference to type, dimensions, and character.
 - L. X Type and location of any easements.

- M. X Signs, if any, and proposed exterior lighting with reference to glare, traffic safety, economic effect, and compatibility and harmony with properties in the district.
- N. X Required yards and other open spaces
- O. X General compatibility with adjacent properties and other properties in the district
- P. X If Site Plan application and approval are necessary, conformance to Tree Ordinance is required.
- Q. X Other pertinent information considered relevant as required through staff consultation.
- R. X Legal description (may be attached to plot plan).
- S. X One (1) PDF file of the plot plan, for display at the Planning Commission meeting.

Vicinity Map

- I. X Vicinity map, drawn to a convenient scale, showing the subject property and all parcels within a 1,000-foot radius. Every parcel shall indicate owner's name and the streets, roads or alleys that each parcel fronts upon.
- II. X One (1) PDF file of the vicinity map, for display at the Planning Commission meeting.

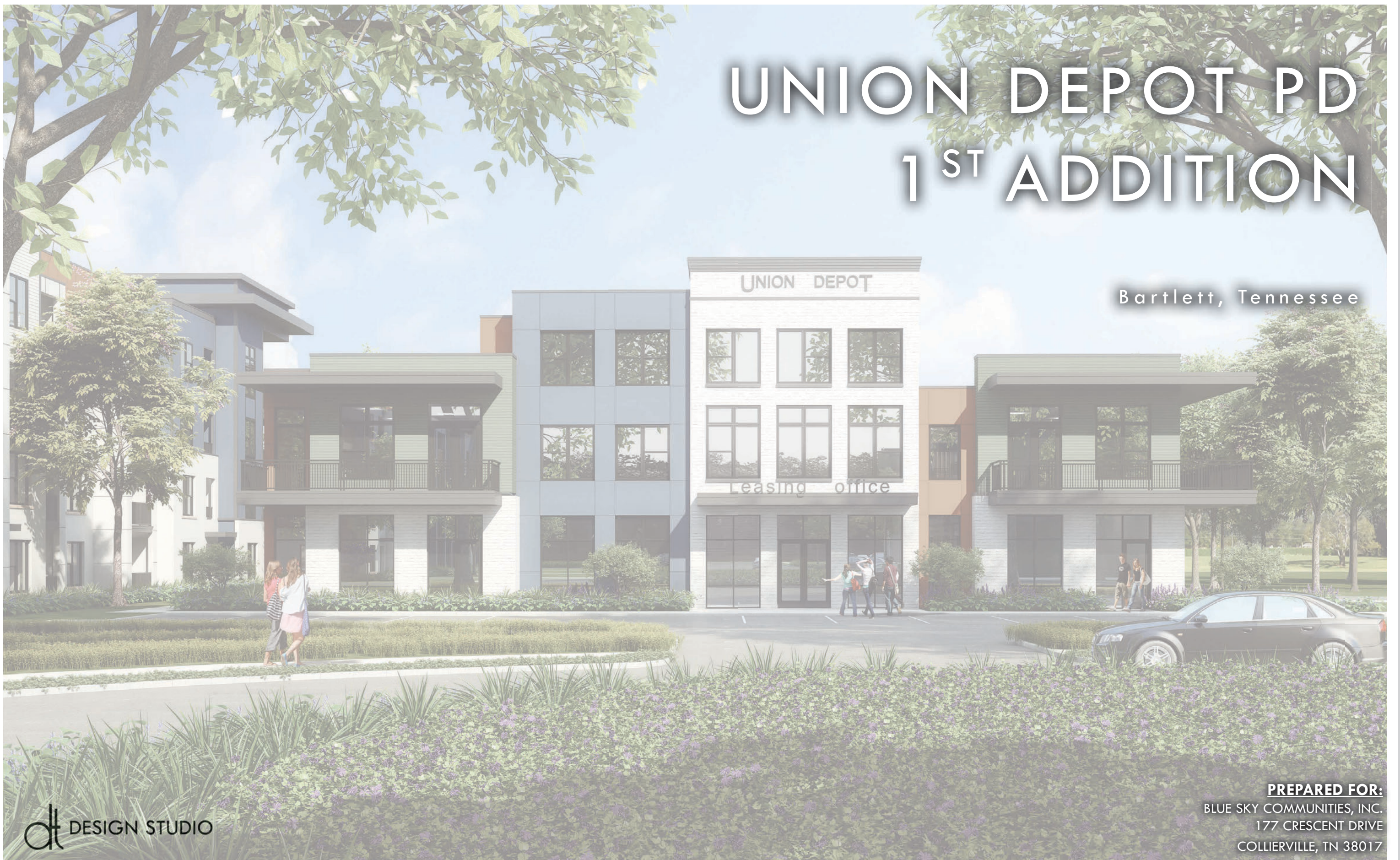
Property Owners

- I. X List of all property owners within 1,000 feet or a minimum of fifty (50) property owners, whichever results in the greater number of owners. A copy of the mailing labels may serve as the list.
- II. X Self-adhesive mailing labels for the list of property owners (two sets).

INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED

UNION DEPOT PD 1ST ADDITION

Bartlett, Tennessee



dt DESIGN STUDIO

PREPARED FOR:
BLUE SKY COMMUNITIES, INC.
177 CRESCENT DRIVE
COLLIERVILLE, TN 38017

UNION DEPOT PD - 1ST ADDITION

Bartlett, Tennessee

DEVELOPER:

BLUE SKY COMMUNITIES, INC.
177 Crescent Drive
Collierville, TN 38017
901.870.1315

PLANNER / LANDSCAPE ARCHITECT



DT design studio
1350 Concourse Ave, Ste 447 (Mailbox LL004)
Memphis, TN 38104
901.646.5077
www.dt-designstudio.com

contact: Michelle Ye - michelle@dt-designstudio.com

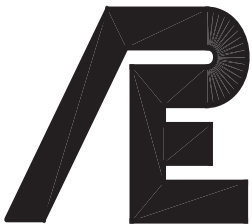
ARCHITECT & MULTIFAMILY SITE PLANNER



Shapiro & Company
Shapiro & Company
435 Madison Avenue, Suite 200
Memphis, TN 38103
901.685.9001

contact: Brad Shapiro - BShapiro@ShapiroAndCo.com

CIVIL ENGINEER



Parker Estes & Associates
3460 Ridge Meadow Parkway
Memphis, TN 38115
901.360.9805

contact: Will Sawtelle - sawtelle@bellsouth.net

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DISCLAIMER:
Graphics, images, and photographs included in this booklet are solely to convey form and character within Union Depot Planned Development and are not intended to be the final product design. All site design, engineering, graphics, and images are subject to final design. Some images used in this booklet are not property of DALHOFF THOMAS design studio. A full list of photo credits can be provided if needed.



1350 Concourse Avenue, Suite 447 | Mailbox LL004
Memphis, Tennessee 38104
901.646.5070

dt-designstudio.com
info@dt-designstudio.com

May 5, 2025

Mr. Sam Harris
City of Bartlett
6382 Stage Road
Bartlett, TN 38134

**RE: UNION DEPOT PD – 1ST ADDITION
SPECIAL USE PERMIT
BARTLETT, TN**

Dear Sam,

We are pleased, on behalf of the Developer, Blue Sky Communities, to submit this request for a Special Use Permit to allow a new Residential Mixed Use Overlay District on the northeast corner of Highway 70 and Highway 64, directly across from the ongoing Union Depot PD.

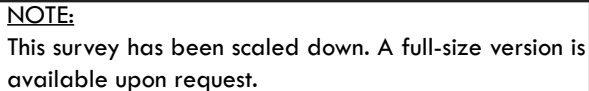
The site is approximately 34.2 acres, located near major vehicular routes in a growing area of the City. The site is currently zoned SC-1, which allows for a variety of commercial uses up to 5 stories tall. Across Highway 64 is similar commercial mixed-use zoning (CMU-2) in the City of Memphis, and across Highway 70 is the commercial area of Union Depot. To the east is an existing RS-10 neighborhood behind the Stage Coach collection shopping center. We propose a mixed-use development to provide a blend of residential and commercial uses that will enhance this important part of Bartlett.

Union Depot PD – 1st Addition will allow a variety of forms of commercial uses, such as traditional outparcels, ground-floor retail, and the potential for a larger anchor tenant. This flexibility will help give Bartlett residents exciting shopping options and convenient services. The residential component includes Flats, Lofts, and Townhomes to echo those same uses that are being built across the street at Union Depot. The architectural design and signage will be compatible so that they read as pieces of a connected development.

We look forward to continuing the success of Union Depot and helping bring more growth, livability, and energy to the City of Bartlett. If we can provide any additional information for your consideration of this Special Use Permit, please don't hesitate to contact us.

Sincerely,

Michelle Ye, PLA
Principal
DT design studio

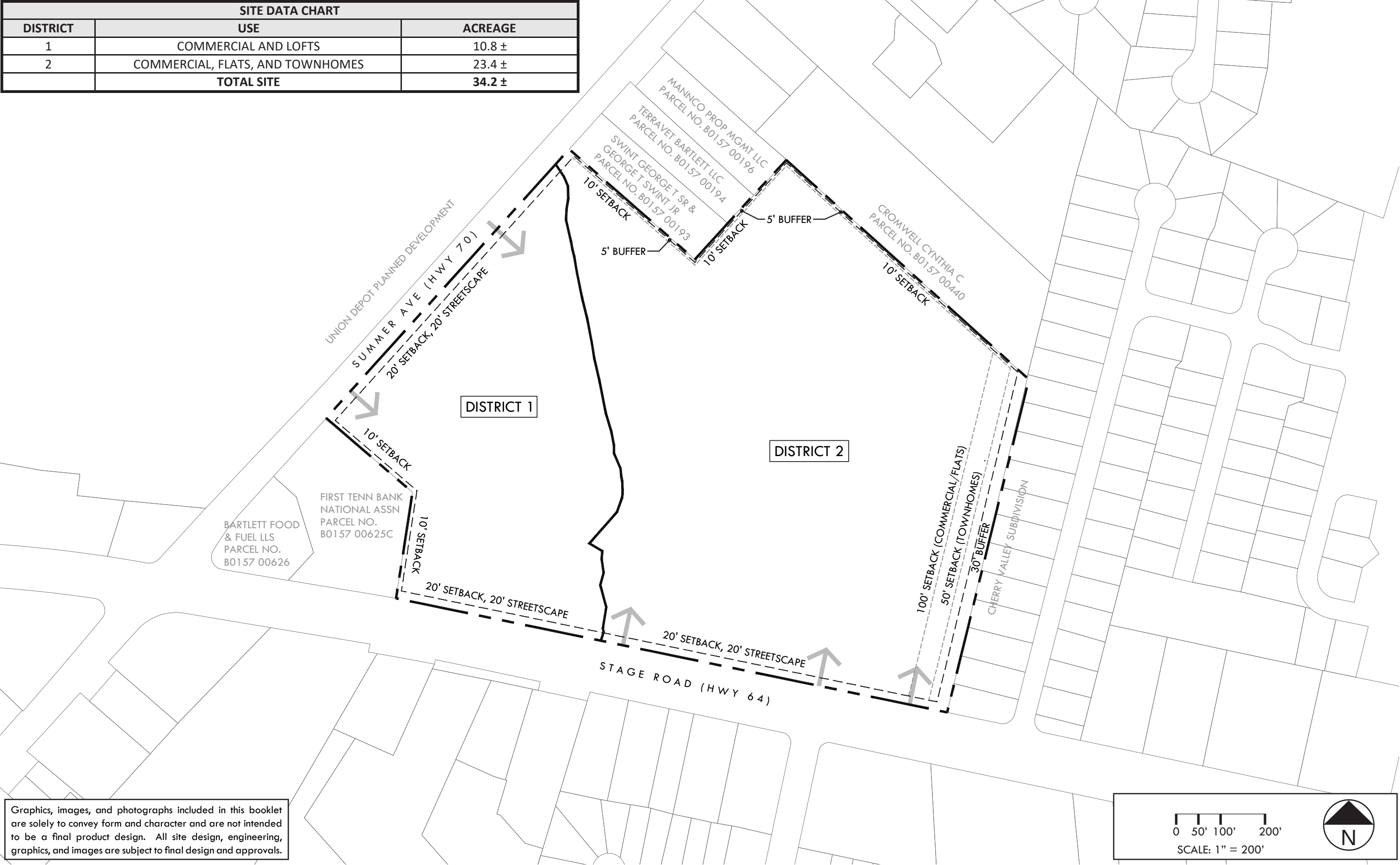


UNION DEPOT PD – 1ST ADDITION

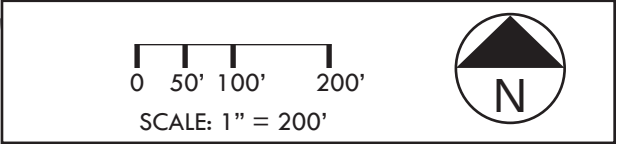
The John B. Maxwell, Trustee property as described in Instrument AF 5639, BK 4315 and the remainder of Instrument AG 1247 in Bartlett, Shelby County, Tennessee:

Beginning at a 1/2” iron pin set at the intersection the north line of U.S. Highway 64 (State Highway 15, State Road, Memphis to Somerville Highway) (93 feet north of original centerline) with the west line of the Revised Section “B”, Cherry Valley Subdi- vision as recorded in Plat Book 65 Page 25, said iron pin being 169.99 feet west of the west line of Christoval Street; thence North 78 degrees 11 minutes 34 seconds West with the north line of U.S. Highway 64 a distance of 1044.90 feet to a point of curvature; thence northwestwardly with a curve to the left having a radius of 7639.44 feet, along the north line of U.S. High- way 64 a distance of 315.69 feet, (chord = North 79 degrees 22 minutes 36 seconds West, 315.66 feet, delta = 02 degrees 22 minutes 04 seconds) to a 1/2” iron pin set in the east line of Section “A”, Galleria of Bartlett Subdivision as recorded in Plat Book 120 Page 83; thence North 11 degrees 41 minutes 17 seconds East with the east line of said Subdivision a distance of 256.21 feet (plat = 255.24 feet) to a 1/2” iron pin found in the north line of said Subdivision; thence North 47 degrees 55 minutes 03 seconds West with the north line of said Subdivision a distance of 277.94 feet (plat = 277.07 feet) to a pk nail set in the southeast line of U.S. Highway 70 (State Highway 1, Summer Avenue, Memphis to Bristol Highway) (40 feet from center- line); thence North 42 degrees 04 minutes 57 seconds East with the southeast line of U.S. Highway 70 a distance of 884.58 feet to a 1/2” iron pin set in the southwest line of the Swint property as described in Instrument 02126129; thence South 48 degrees 00 minutes 31 seconds East with said southwest line a distance of 405.74 feet to a point (found 1/2” iron pin 0.9 foot south and 2.2 feet west) in the southeast line of the said Swint property; thence North 42 degrees 03 minutes 41 seconds East with the southeast line of the said Swint property, the Terravet Bartlett, LLC property as described in Instrument 20103226 and the Mannco Property Management, LLC property as described in Instrument 15116960 a distance of 315.00 feet to a 1/2” iron pin set in the southwest line of the Cromwell property as described in Instrument 23019455; thence South 48 degrees 00 minutes 31 seconds East with said southwest line a distance of 787.81 feet to a 1/2” iron pin found in the west line of the said Revised Section “B”, Cherry Valley Subdivision as recorded in Plat Book 65 Page 25; thence South 14 degrees 15 minutes 25 seconds West with said west line a distance of 826.50 feet to the point of beginning and containing 1,491,868.95 square feet or 34.249 acres more or less.

SITE DATA CHART		
DISTRICT	USE	ACREAGE
1	COMMERCIAL AND LOFTS	10.8 ±
2	COMMERCIAL, FLATS, AND TOWNHOMES	23.4 ±
	TOTAL SITE	34.2 ±



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I. GENERAL STATEMENT

Union Depot PD – 1st Addition, a 34.2 acre ± tract of land located in Bartlett, Tennessee, is a Planned Development that provides a compatible and complementary mixture of residential products and commercial uses, serving as a complementary addition to the original Union Depot Planned Development.

The Outline Plan shall serve as the land use and transportation plan for development of the site. It is understood that internal roadways and lot arrangements may be adjusted somewhat at the time of final design to take advantage of topography, utilities, storm drainage, detention, and market conditions along with other site considerations.

The following general guidelines shape the overall intent of the development:

- A. Declaration of Covenants, Conditions and Restrictions, hereinafter the “Declaration” shall be applicable to all properties within the planned development. A Homeowners Association and Business Association shall be maintained to assure that development within the neighborhood is completed to the high standards anticipated by the residents and to assure that all features and amenities of the neighborhood which are considered to be common assets, are continuously maintained in a quality manner. Declarations may be separated between residential uses and the business uses including the mixed-use areas.
- B. For the City’s convenience, site data has been provided for each of the two Potential Development Scenarios. Due to the flexible nature of this Planned Development, as uses may increase or decrease in size, there is no limit to the number of units or density allowed for any District. Instead, the final number of units provided will be driven by the bulk regulations and parking requirements. Number and types of units will be submitted with Final Plans for each phase.

II. USES PERMITTED

A. District 1

Uses allowed in the RMU Overlay District as modified herein. Residential loft uses and complementary residential amenity spaces (such as a clubhouse) are allowed on the ground, second, and third floors. A loft unit may be one or two stories. At least one building in this District will have Retail/Commercial/Office uses on a portion of the ground floor, but it is not required for all buildings in the District. Allowed ground floor Retail/Commercial/Office uses include:

- 1. Banks/Credit Unions (not Consumer Lending)
- 2. Beauty/Barber Shops
- 3. Child Care Center (13+)
- 4. Church
- 5. Convenience Store
- 6. Pharmacy/Drug Store
- 7. Hotel
- 8. Indoor Flower or Plant Store
- 9. Grocery and/or Food Market
- 10. Offices
- 11. Medical Clinics
- 12. Small Fitness Centers (3,000 SF or less)

- 13. Restaurants
- 14. Retail Shops (new merchandise)
- 15. Retail Bakery
- 16. Antique Store (not secondhand goods)
- 17. Business Services
- 18. Personal Services
- 19. Other Office Uses, Retail Shops, Sales, and Services, which are similar to those uses described above and which would be typically found in a main street environment, may be approved by the developer and City Planning Staff.

B. District 2

Uses allowed within the RMU Overlay District as modified herein. Apartments (flats) in multi-story buildings or townhomes (front- or rear-loaded) are allowed. Complementary uses such as a clubhouse and pool amenity area, along with additional amenities, are allowed. Flats shall be allowed on the ground and on upper floors within the clubhouse / leasing office. Separately from residential uses and amenities, Retail/Commercial/Office uses are allowed, including:

- 1. Banks/Credit Unions (not Consumer Lending)
- 2. Beauty/Barber Shops
- 3. Child Care Center (13+)
- 4. Church
- 5. Convenience Store
- 6. Pharmacy/Drug Store
- 7. Hotel
- 8. Indoor Flower or Plant Store
- 9. Grocery and/or Food Market
- 10. Fuel Pumps as an Ancillary Use to a Grocery Store
- 11. Offices
- 12. Medical Clinics
- 13. Small Fitness Centers (3,000 SF or less)
- 14. Restaurants
- 15. Retail Shops (new merchandise)
- 16. Retail Bakery
- 17. Antique Store (not secondhand goods)
- 18. Business Services
- 19. Personal Services
- 20. Other Office Uses, Retail Shops, Sales and Services, which are similar to those uses described above, may be approved by the developer and City Planning Staff.

C. Common Open Space Areas:

These areas within Districts 1 and 2 are to be passive open green space. Detention ponds and earthwork activities are allowed in these areas.

III. BULK REGULATIONS

Development of the neighborhood will be guided by the Outline Plan, and the area use descriptions provided above. Development of individual parcels must be in compliance with the provisions for dimensional regulations and access and circulation conditions provided below.

Other restrictions not specifically addressed here or elsewhere in the conditions (and its attachments) including, but not limited to, setbacks, side and rear yard requirements, minimum lot areas, accessory uses, and parking and loading areas shall be as defined in the City of Bartlett Zoning Ordinance as applicable to the referenced Zoning District for the particular parcel in question. Where provisions of this Outline Plan are in conflict with the above-referenced Ordinance, these provisions shall apply.

A. Building Setbacks and Standards

1. District 1

- a. Minimum Setbacks
(From HWY 70 and HWY 64) 20’
(From Internal Street) 12’ from back of curb
(From Other PD Boundaries)..... 10’
(From Other Internal Sites)..... None
- b. Minimum Lot Width..... None
- c. Minimum Separation Between Buildings..... 10’
- d. Max. Ground-Floor Awning/Patio Encroachment 7’
- e. Max. Ground-Floor Window Encroachment 3’
- f. Max. Upper-story Balcony Encroachment 7’
- g. Maximum Height.....5 stories

2. District 2 (Commercial)

- a. Minimum Setbacks
(From HWY 64).....20’
(From Internal Street)20’
(From East PD Boundary)..... 100’
(From North PD Boundary)..... 10’
(From Other Internal Sites)..... None
- b. Minimum Lot Width..... None
- c. Maximum Height.....5 stories

3. District 2 (Flats)

- d. Minimum Setbacks
(From HWY 64).....20’
(From Internal Street) 12’ from back of curb

- (From East PD Boundary)..... 100’
(From North PD Boundary)..... 10’
(From Other Internal Sites)..... None
- e. Minimum Separation Between Buildings..... 10’
- f. Minimum Lot Width..... None
- g. Max. Balcony or Patio Encroachment..... 7’
- h. Maximum Height.....4 stories

4. District 2 (Townhomes)

- a. Minimum Setbacks
(From East PD Boundary).....50’
(Front)20’ from back of curb
(Side)..... 5’
(Rear) 7’
- b. Minimum Separation Between Buildings..... 10’
- c. Minimum Lot Width.....20’
- d. Max. Porch Encroachment 7’
- e. Maximum Height.....3 stories

5. Height limitations as outlined above shall not apply to architectural features.

6. There shall be no lot coverage limits for any District.

B. Design Standards for District 1

- 1. In general, store fronts shall orient toward a main street or drive.
- 2. Entries: Primary entries shall address a public street, private drive, or designated pedestrian connection. Secondary entries may face parking areas or loading areas.
- 3. Façades: Building façades must be articulated at a minimum with windows, entries, and/or display bays. Façades shall not consist of an undifferentiated blank wall when facing a public street or sidewalk. Towers or other special vertical elements may be used in a limited fashion to focus views to the area from surrounding streets. Consistent design elements shall be used throughout the storefront area to ensure that the entire mixed-use center functions as a unit.

C. Design Standards for District 2 Townhome Uses

- 1. Townhomes may be 1, 2, or 3 stories.
- 2. Townhomes may be front- or rear-loaded.
- 3. Townhomes shall have a minimum of a 1-car garage.
- 4. Front-loaded townhomes shall have a minimum of 20’ between the back of sidewalk and garage to provide parking that does not block the sidewalk.

IV. ROADWAYS, ACCESS, AND PARKING

- A. An additional traffic signal arm may be required along the property’s Highway 70 frontage, and no other improvements are anticipated to be required. Final requirements for improvements will be per TDOT.
- B. Highway 64 will be improved per City of Memphis and TDOT requirements along the property frontage, and is anticipated to require curb, gutter, and sidewalk.
- C. The PD will have up to two points of access on Highway 70 and three points of access on Highway 64. However, the location of the access points and any associated traffic signals may vary with Final Plans.
- D. All public streets interior to the development shall be dedicated and improved following the Street Options described within the Union Depot PD – 1st Addition Booklet, in accordance with the Outline Plan and approved by the City Engineer. On-street parking (8’ minimum width) is allowed on as described within the PD Booklet.
- E. Any street may utilize alternative ROW’s with the ROW set at the back of curb.
- F. Parking and loading spaces for all Districts shall be in accordance with the City of Bartlett Zoning Regulations. Residential uses will follow the Dwellings, Multi-Family, Low-/Mid-Rise parking requirements.
- G. City staff may approve a credit of up to 20% toward parking requirements for District 1 at the time of Final Plans, if provided evidence that proposed uses will share a certain amount of parking spaces by utilizing them during different times of the day.
- H. All dedicated public improvements required herein shall be made to the specifications of the City of Bartlett, unless otherwise approved.
- I. All corner radii at intersections of public streets within the development may be a minimum of 15’ at the face of curb.

V. LANDSCAPING, SCREENING, AND OPEN SPACE

- A. Common Open Space areas within Union Depot PD include a minimum of 6.8 acres, or 20.0% of the total site area. These spaces may vary from the areas shown on the Potential Development Scenarios with final design and engineering, but will not go below this minimum.
- B. All Common Open Space areas, street and traffic circle medians, streetscape areas, and neighborhood greens are to be preserved and maintained by an Owners Association. At the time that the Phase 1 Final Plan is submitted, the articles of incorporation and bylaws of the Owners Associations shall be submitted to staff for review.
- C. All Common Open Spaces may have amenities such as hardscape plazas, pool areas, shade structures, walking trails, sidewalks, open lawn areas, shelter structures, bike racks, lighting, fencing, and benches where appropriate. These areas and amenities shall be submitted to the City with Final Plans.
- D. A Landscape Plan shall be submitted to the City as part of each final plan for development.
- E. The minimum street tree size shall be 2.5 inches in caliper.
- F. Refuse containers and loading areas shall be screened from view of public roadways and residential properties adjacent to the development.
- G. Landscape Plates, including streetscapes and buffers, shall be as described within the Landscape Plates section of the Union Depot PD – 1st Addition Booklet. All on-center tree spacing required by the Landscape Plates are approximate average spacing and may vary along any particular street frontage to work with building façade rhythm, lot layout, utilities, driveway locations, and pedestrian facilities.
- H. All required landscaping shall be located on the property such that it shall not interfere with any utility easements and may be altered according to MLGW requirements, including utilization of trees with a smaller mature size than required underneath power lines.

- I. Through the Development Agreement process, the Developer may work with City staff to make Landscape Plate modifications.
- J. Union Depot may utilize landscape features such as, but not limited to, masonry columns, icon markers, public art, rail fencing, and ornamental metal fencing as additional streetscape features or entrance treatments at any entrance into the development or into a District. Such features shall be submitted to the City with Final Plans.

VI. SIGNAGE

- A. All signage must be submitted to the City of Bartlett for review and approval prior to sign issuance. Any signs that conform to the Sign Ordinance may be approved administratively.

VII. DRAINAGE FACILITIES & SERVICES

- A. The stormwater drainage system shall be designed and constructed to the drainage design standards of the City of Bartlett stormwater management program and State of Tennessee Department of Environmental Quality.
- B. All public storm drainage shall require a public easement.
- C. The following note shall be placed on the final plat of any development requiring on-site drainage facilities: The areas denoted by “Reserved for Stormwater Retention” shall not be used as a building site or filled without first obtaining written permission from the City Engineer. Stormwater detention systems located in these areas, except for those parts located in a public drainage easement, shall be owned and maintained by the respective property owner. Such maintenance shall be performed so as to insure that the system operates in accordance with the approved plan on file in the City Engineer’s office. Such maintenance shall include, but is not limited to removal of sedimentation, fallen objects, debris, trash mowing, outlet cleaning and repair of drainage structures.

VIII. SANITARY SEWER & SERVICES

- A. Sanitary sewer improvements shall be provided by the Developer under contract, in accordance with the subdivision regulations and specifications of the City of Bartlett and the State of Tennessee.

IX. WATER SERVICE / UTILITIES

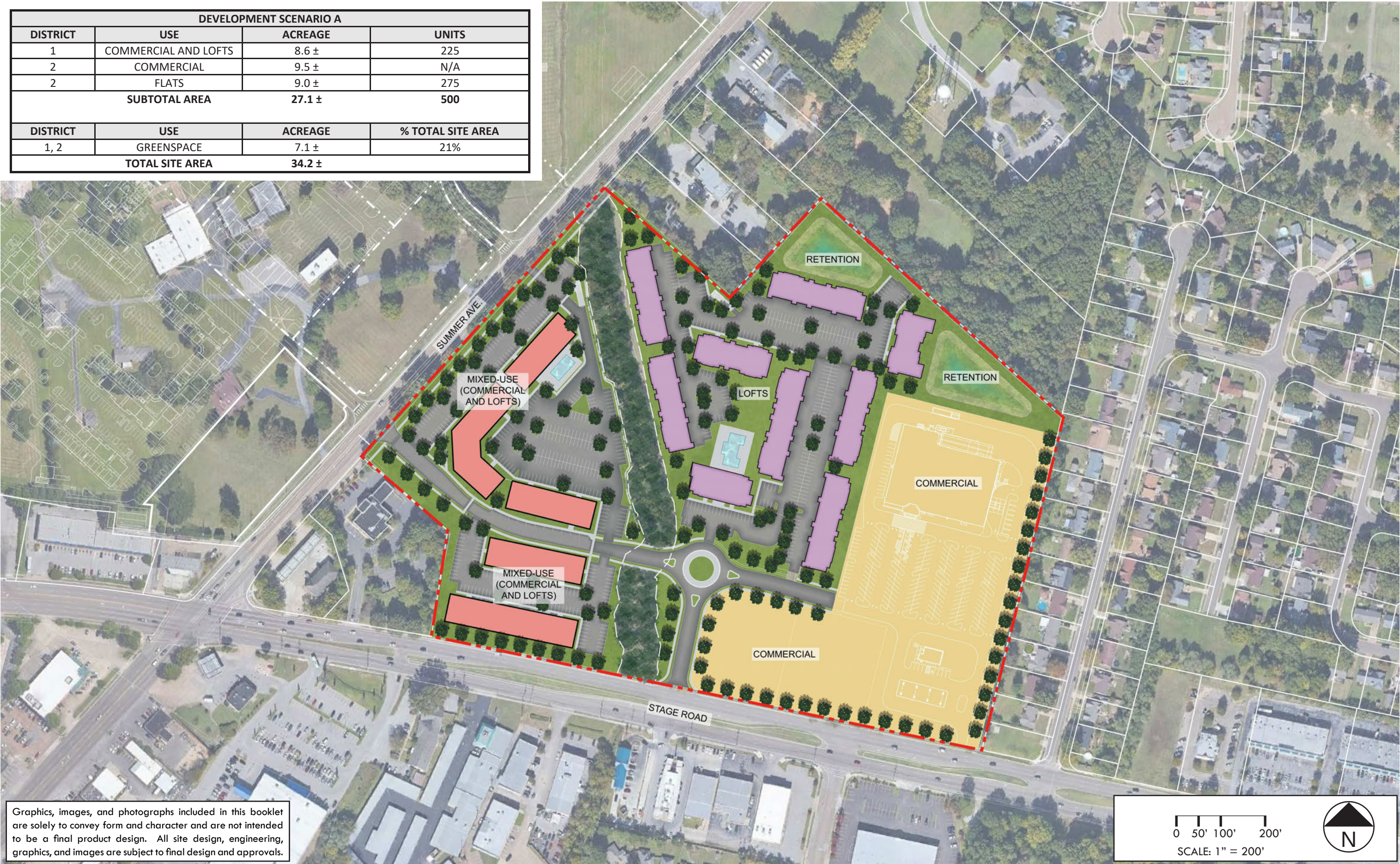
- A. The City of Bartlett will provide public potable water service. Public water improvements shall be provided by the Developer under contract in accordance with the subdivision regulations and specifications of the City of Bartlett and the State of Tennessee.
- B. All water services located in a private drive or otherwise outside of public right-of-way shall be within a public easement.
- C. All new utilities and services (telephone, cable, etc.) shall be installed underground.
- D. Street light plans will be submitted for review and approval by City as part of final plans. At the discretion of the developer, all street lighting within any District or portion of a District may be either an MLGW approved fixture or a private street light as described below:

A private street light may be installed at a uniform distance behind the back of curb throughout the District. The lighting will be maintained by the appropriate Owners’ Association.

X. DEVELOPMENT PHASING

- A. The Preliminary Phasing Plan is subject to change as plans are finalized and as market demands fluctuate. Construction of phases may be singular or a mix to meet current and future market demands.
- B. The order of phases of Union Depot Planned Development may be modified by Developer at any time to allow for current and future market demands.
- C. A final site plan/plot for each phase shall be made in accordance with the City of Bartlett Zoning Ordinance and Subdivision Regulations. A final plan for each area or portion thereof shall be submitted for review by the City of Bartlett Planning Commission in order to establish that it substantially conforms to the conditions of the Union Depot PD – 1st Addition Outline Plan.

DEVELOPMENT SCENARIO A			
DISTRICT	USE	ACREAGE	UNITS
1	COMMERCIAL AND LOFTS	8.6 ±	225
2	COMMERCIAL	9.5 ±	N/A
2	FLATS	9.0 ±	275
SUBTOTAL AREA		27.1 ±	500
DISTRICT	USE	ACREAGE	% TOTAL SITE AREA
1, 2	GREENSPACE	7.1 ±	21%
TOTAL SITE AREA		34.2 ±	



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DEVELOPMENT SCENARIO B			
DISTRICT	USE	ACREAGE	UNITS
1	COMMERCIAL AND LOFTS	8.6 ±	225
2	COMMERCIAL	2.1 ±	N/A
2	FLATS	15.0 ±	385
SUBTOTAL AREA		25.7 ±	610
DISTRICT	USE	ACREAGE	% TOTAL SITE AREA
1, 2	GREENSPACE	8.5 ±	25%
TOTAL SITE AREA		34.2 ±	



DISTRICT 1 (COMMERCIAL AND LOFTS) - APPROPRIATE IMAGES



DISTRICT 2 (FLATS) - APPROPRIATE IMAGES



DISTRICT 2 (COMMERCIAL) - APPROPRIATE IMAGES

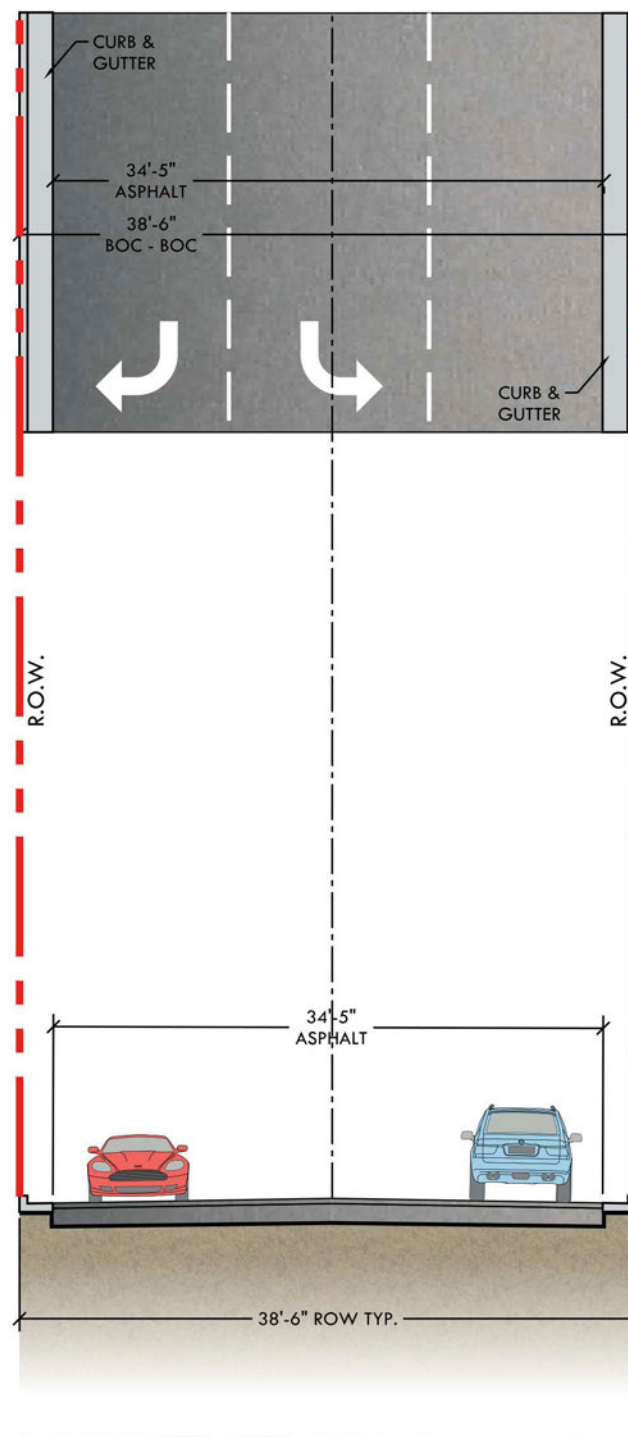


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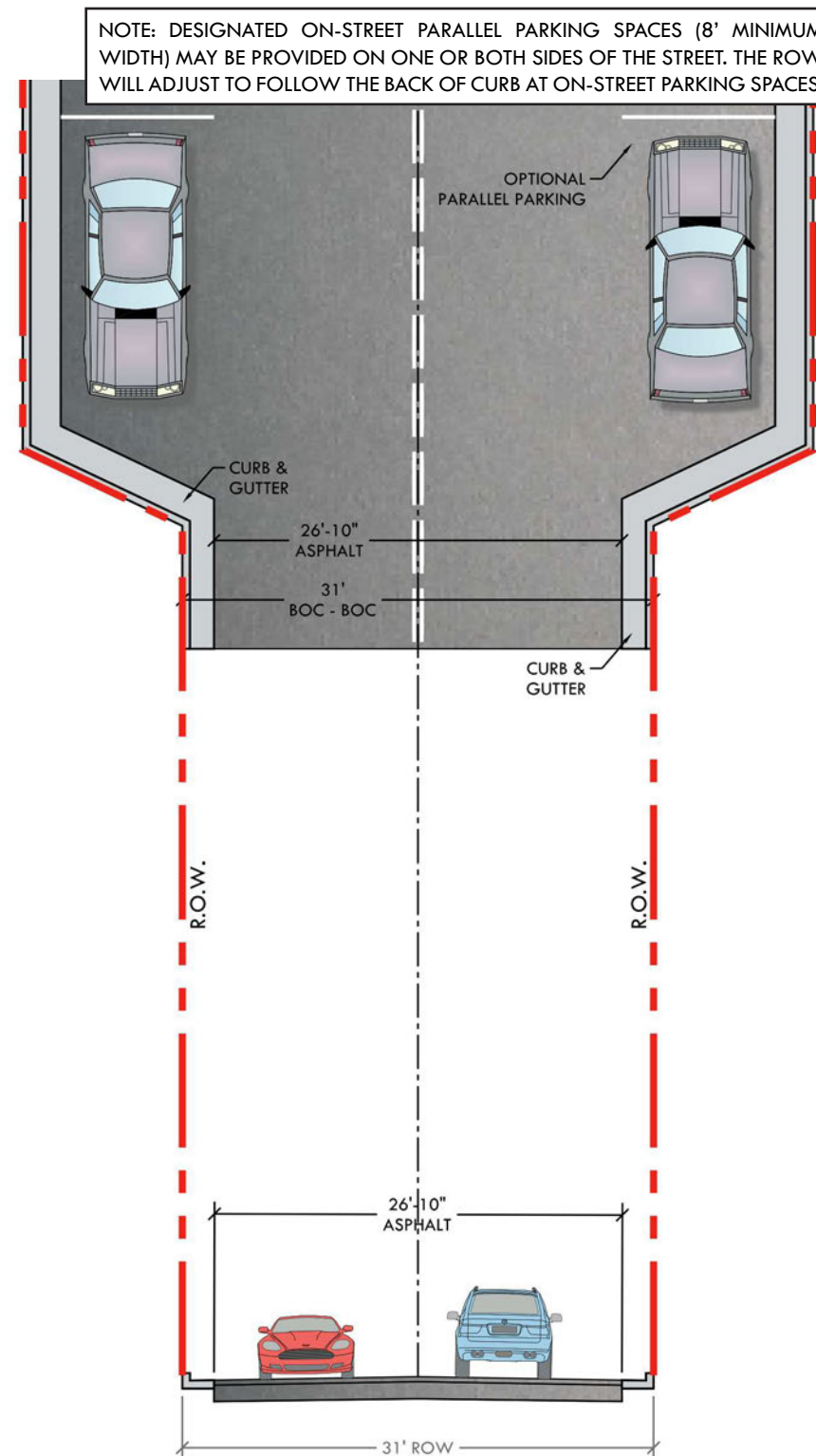
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STREET OPTION A



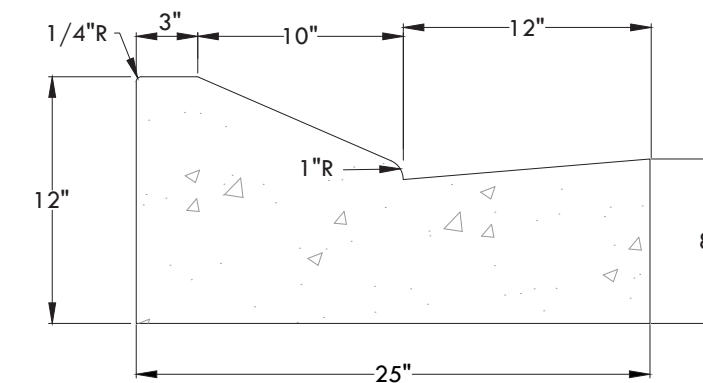
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STREET OPTION B



NOTE: DESIGNATED ON-STREET PARALLEL PARKING SPACES (8' MINIMUM WIDTH) MAY BE PROVIDED ON ONE OR BOTH SIDES OF THE STREET. THE ROW WILL ADJUST TO FOLLOW THE BACK OF CURB AT ON-STREET PARKING SPACES.

VALLEY CURB & GUTTER, TYP. - NTS

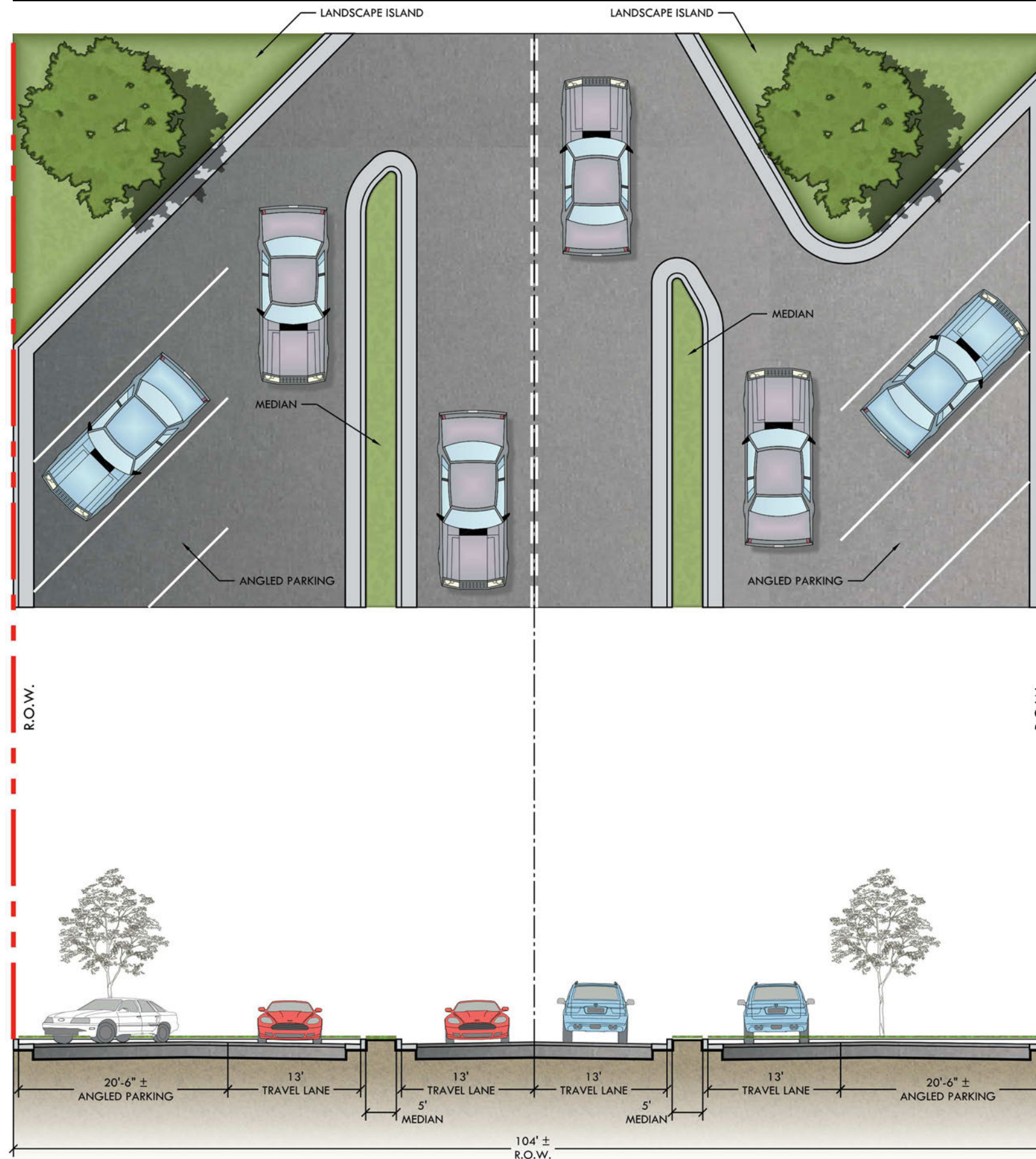


(MODIFY TO MATCH PAVEMENT: CATCH AND SPILL AS REQUIRED)

*OR EQUAL APPROVED BY THE CITY OF BARTLETT ENGINEER

NOTE: VALLEY CURB & GUTTER MAY BE USED AS AN OPTION TO STANDARD 6-30 CURB AND GUTTER WITHIN DISTRICT 2.

STREET OPTION C

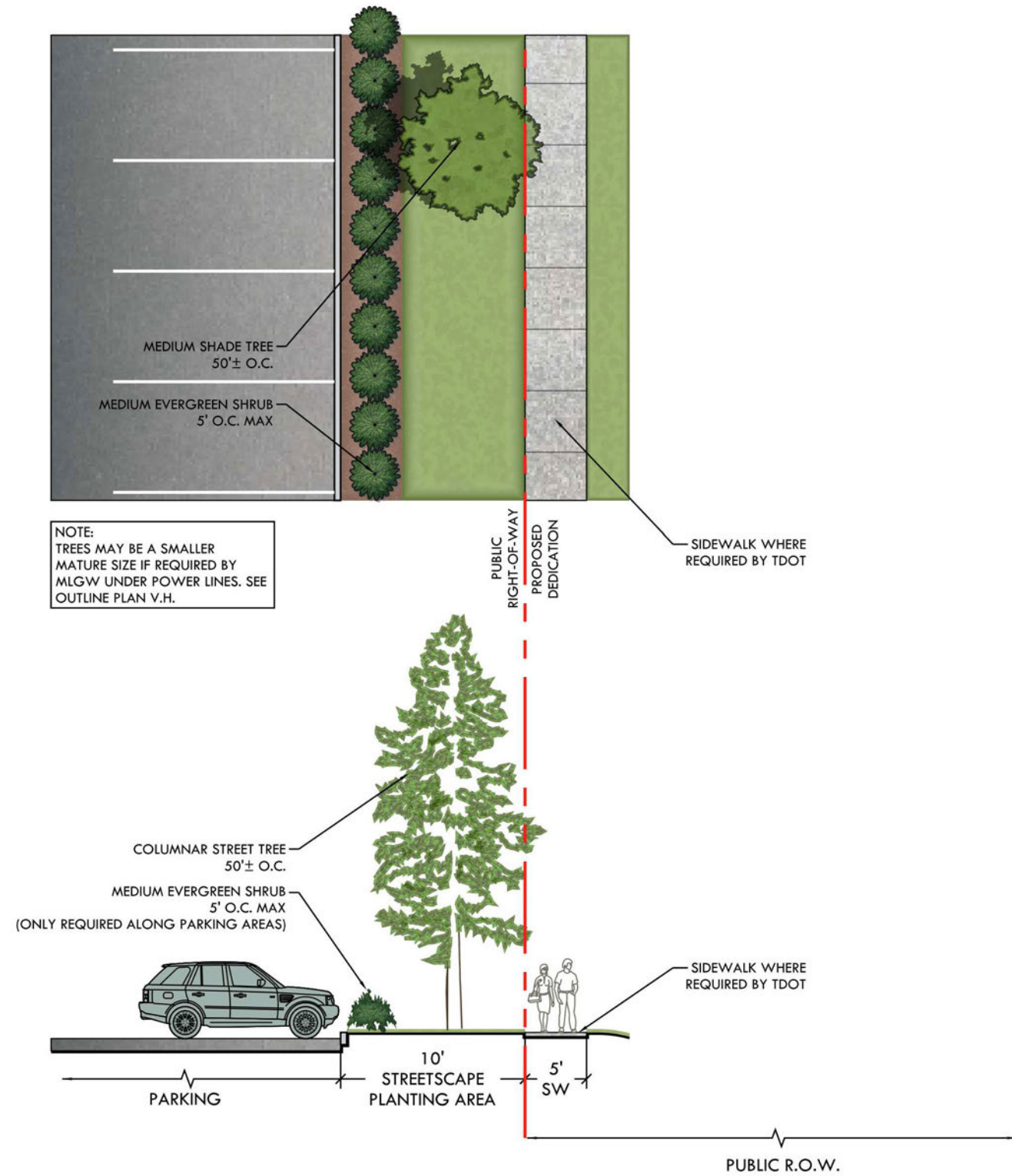


NOTE:
ANGLED PARKING IS ALLOWED ON ONE OR BOTH SIDES OF TRAVEL LANES.

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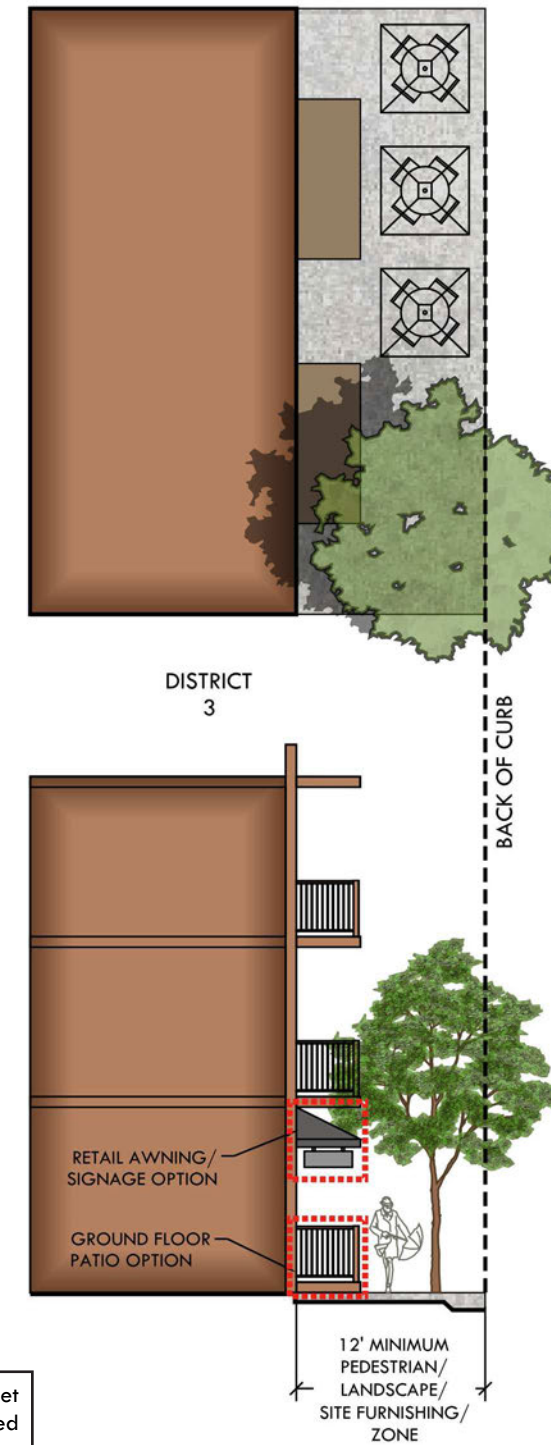
LANDSCAPE PLATE A

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ALONG HWY 70 AND HWY 64; ALONG INTERNAL STREETS (DISTRICT 2 COMMERCIAL)

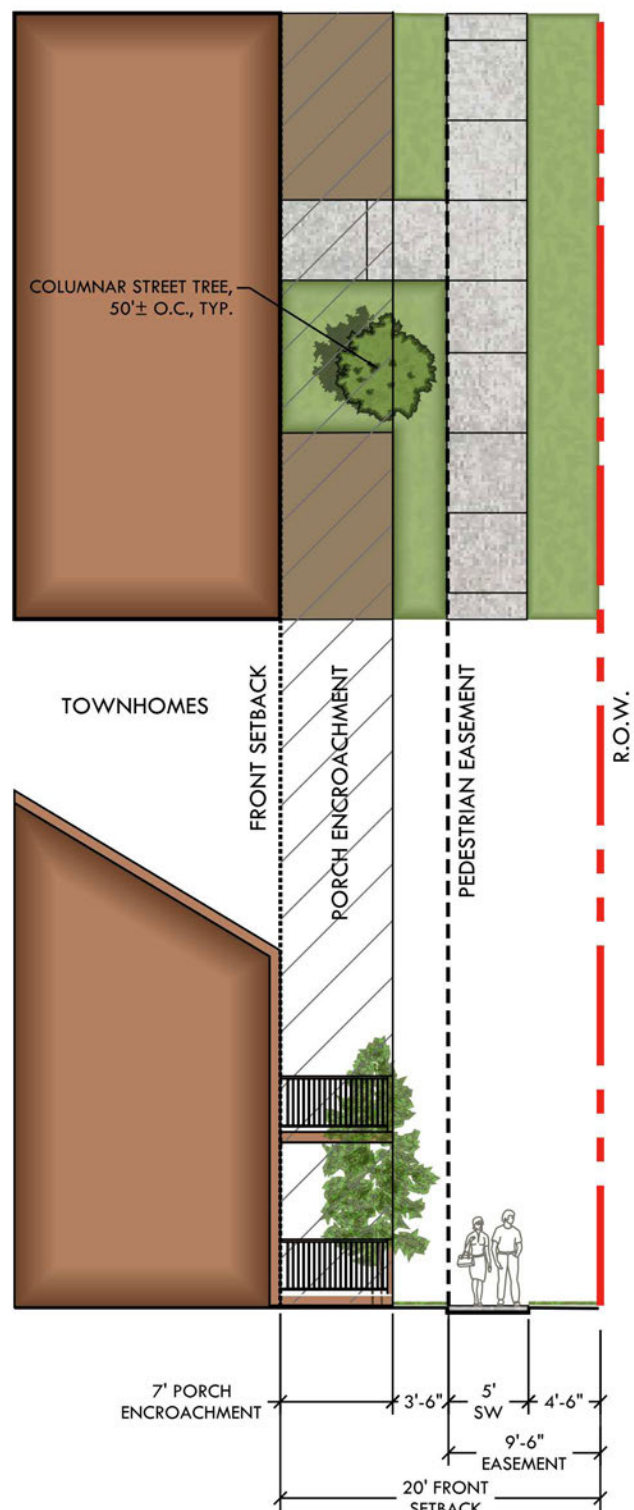
LANDSCAPE PLATE B



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ALONG INTERNAL STREETS (LOFTS AND FLATS)

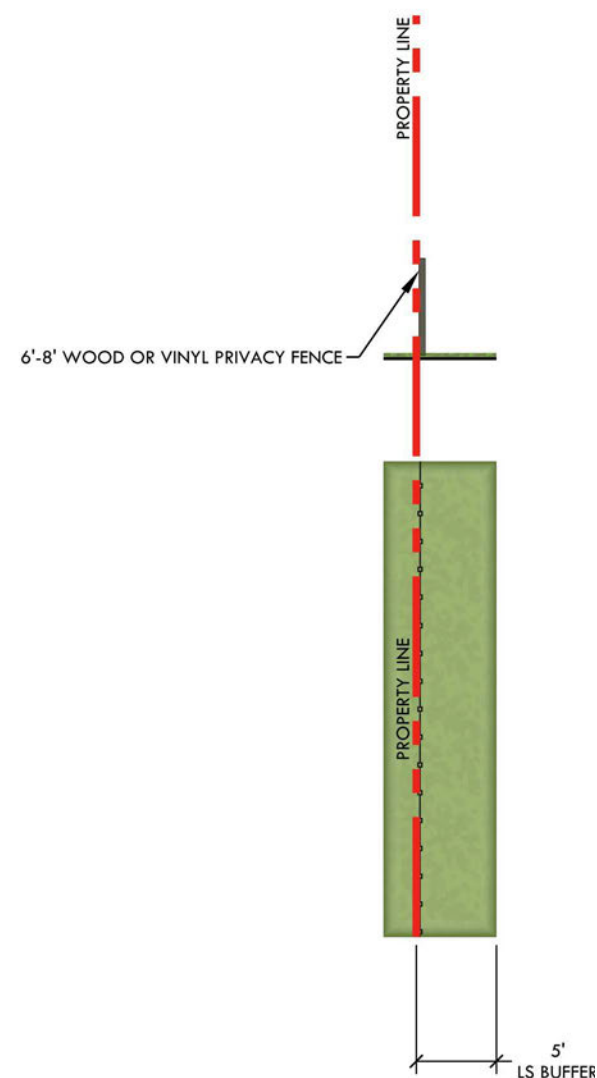
LANDSCAPE PLATE C



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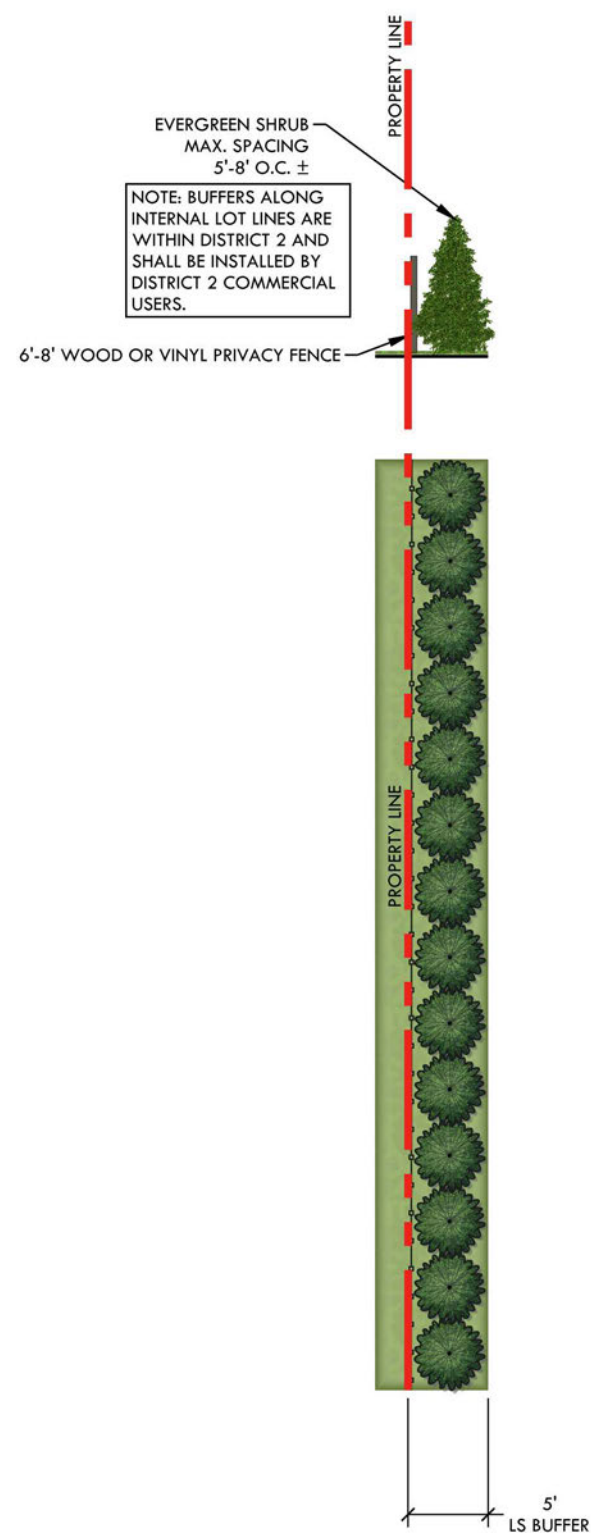
ALONG INTERNAL STREETS (TOWNHOMES)

LANDSCAPE PLATE D



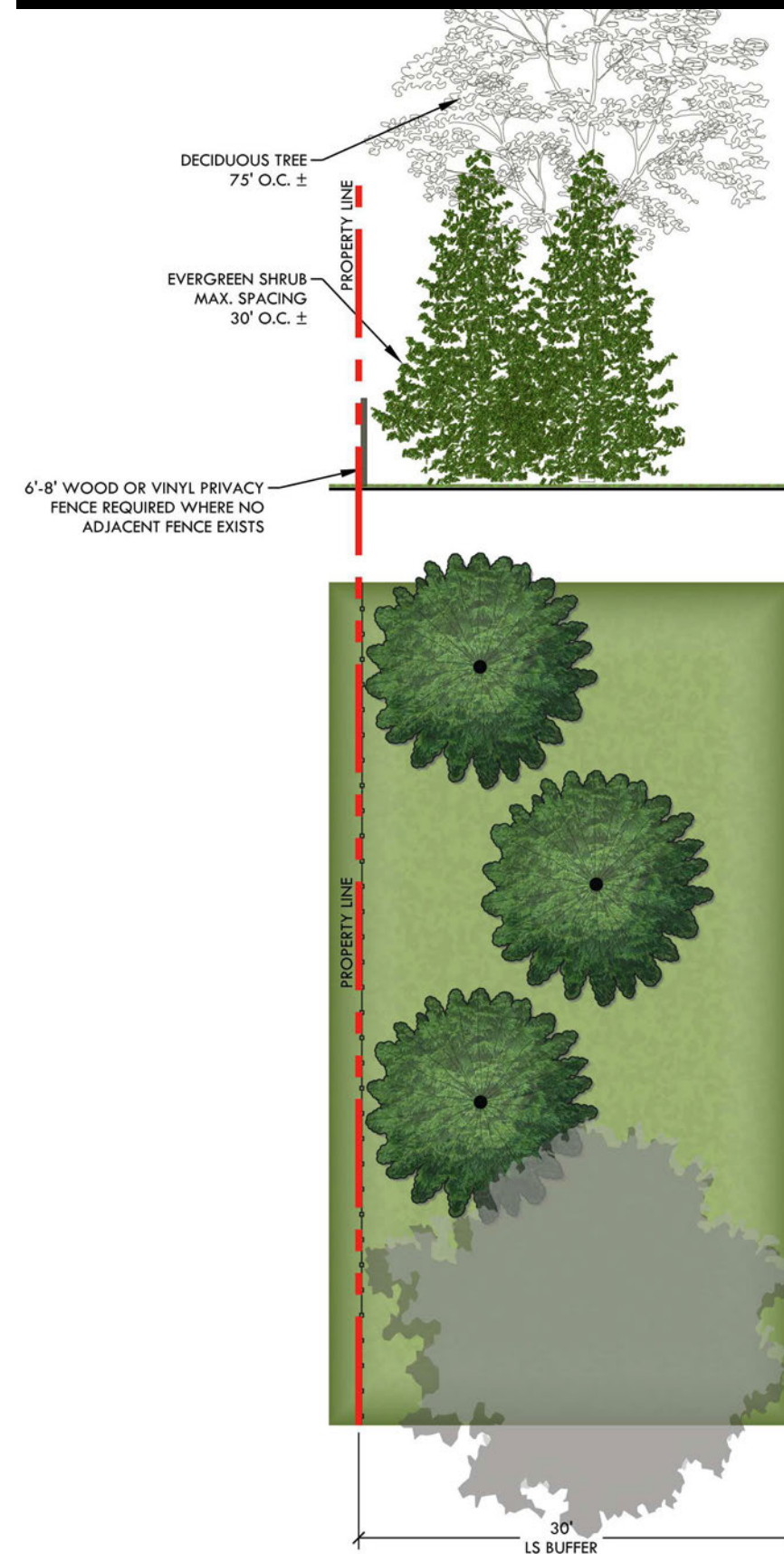
5' BUFFER (NORTH BOUNDARY)

LANDSCAPE PLATE E



5' BUFFER (DISTRICT 2, COMMERCIAL ADJACENT TO INTERNAL RESIDENTIAL)

LANDSCAPE PLATE F



30' BUFFER (EAST PD BOUNDARY)

SWINT GEORGE T SR AND
GEORGE T SWINT JR
PO BOX 342797
MEMPHIS TN 38184

STONE PROPERTIES GP
PO BOX 11553 PL
MEMPHIS TN 38111

SOUTHERN PROPERTY
INVESTORS
PO BOX 342707
MEMPHIS TN 38184

MASON HARRISON AND
JARRARD ENT
PO BOX 751510
MEMPHIS TN 38175

SMITH DUSTIN L
10601 BENT RIDGE CV
LAKELAND TN 38002

BROOKS DAVID B FAMILY TRUST
12057 CRANSTON DR
ARLINGTON TN 38002

WASH DEPOT VI INC
14 SUMMER ST #302
MALDEN MA 02148

CRUZ IRMA B AND NANCY B
CRUZ
142 TIMBER CREEK DR
CORDOVA TN 38018

JOHNSON EQUITY GROUP INC
AND ROBERT J
1661 INTERNATIONAL DR #400
MEMPHIS TN 38120

FIRST TENN BANK NATIONAL
ASSN
1755 LYNNFIELD
MEMPHIS TN 38119

TRUONG JEANNY A
PO BOX 18001
HATTIESBURG MS 39404

TENTRENT LLC
PO BOX 17233
JERSEY CITY NJ 07307

YAMASA CO LTD
PO BOX 4090
SCOTTSDALE AZ 85261

SHERWIN-WILLIAM DEV CORP
101 W PROSPECT AVE
CLEVELAND OH 44115

ALLEN EARL W JR & RICCI D
107 SUNDROP LN
LAKE JACKSON TX 77566

EQUITY TRUST CO CUST FBO
1219 OAK LAKE CIR
COLLIERVILLE TN 38017

POLAGGARI SWATHI
1403 PEYTON RUN LOOP
COLLIERVILLE TN 38017

GOINSPLACES LLC
1519 UNION AVE #397
MEMPHIS TN 38104

ESTRANO CARLOS AND MIRIAM
ESTRANO
17 WILLOW GATE
ROSLYN HEIGHTS NY 11577

UNION DEPOT PARTNERS LLC
177 CRESCENT DR
COLLIERVILLE TN 38017

OROX LLC
PO BOX 1104
CULVER CITY CA 90232

BELLE PROPERTIES GROUP LLC
PO BOX 341381
MEMPHIS TN 38184

ESS PRISA LLC
PO BOX 71870
SALT LAKE CITY UT 84171

CATHERINE PARTNERSHIP
1055 SAINT CHARLES AVE #701
NEW ORLEANS LA 70130

MARTINEZ JESUS
1151 EVERGREEN RIDGE CV
COLLIERVILLE TN 38017

STAND OUT CAPITAL
MANAGEMENT LLC
13107 FRANKLIN HALL TRL
CARMEL IN 46033

GRUMPY LLC A TENNESSEE
LIMITED
1415 GOODMAN RD
HORN LAKE MS 38637

KOZLOWSKI MATTHEW J
1600 HARBOR BLVD #1405E
WEEHAWKEN NJ 07086

SCHULER INVESTMENTS LLC
1707 STILLWIND LN
COLLIERVILLE TN 38017

CSMA BLT LLC
1850 PARKWAY PL #900
MARIETTA GA 30067

PJSD LLC 1900 DALROCK RD ROWLETT TX 75088	RS RENTAL I LLC 1955 VAL VISTS DR #126 MESA AZ 85204	MULUPURU JAYARAM & SRIMANI 24127 NE 1ST PL SAMMAMISH WA 98074
6975 STAGE ROAD LLC 2424 RIDGE RD ROCKWALL TX 75087	JONES MICHAEL 2636 JUNEWAY DR BARTLETT TN 38134	VU HAI 2667 LAKESIDE DR MEMPHIS TN 38133
GLASS KELLY 2801 LAURA CIR BARTLETT TN 38133	KING DAVID JR & TANJA 2802 LAURA CIR MEMPHIS TN 38133	LONG DEBORAH L 2807 MARYLAND CIR MEMPHIS TN 38133
ALLEN VICTOR A 2808 LAURA CIR MEMPHIS TN 38133	IGIELSKI JANICE 2808 MARYLAND CIR MEMPHIS TN 38133	SLAUGHTER CHRISTOPHER L & DEMETRIA R 2811 MARYLAND CIR MEMPHIS TN 38133
ALVARADO MARICELA 2814 LAURA CIR BARTLETT TN 38133	KRUPINSKI ROBERT J 2815 MARYLAND CIR MEMPHIS TN 38133	SHORT MARZEE L 2819 MARYLAND CIR MEMPHIS TN 38133
CIRRUS PROPERTY RENTALS LLC 2819 W CANYON AVE SAN DIEGO CA 92123	BENNETT ERIC W 2820 JUANITA CIR MEMPHIS TN 38133	COOPER ARNETTA AND JOHN E HUGHES (RS) 2820 MARYLAND CIR BARTLETT TN 38133
WADE STEPHANIE 2821 JUANITA CIR MEMPHIS TN 38133	BRADFORD JENNIFER AND JIMMY E BRADFORD A 2825 MARYLAND CIR MEMPHIS TN 38133	FARMER WILLIAM J III AND WILLIAM T 2827 JUANITA CIR MEMPHIS TN 38133
CHALABI LAYLA AND AGEEL CHALABI 2831 JUANITA CIR MEMPHIS TN 38133	DAVIE WILLIAM S SR AND MARY A CHASTAIN 2869 ASPEN GLADE CV CORDOVA TN 38016	CGW ENTERPRISES LLC 2881 WHITTEN RD BARTLETT TN 38134
MCCLANAHAN JOHN D TRUST AND RJS 29 NORMANDY CIR MEMPHIS TN 38111	DAVENPORT MARILYN A 2906 CHRISTOVAL ST MEMPHIS TN 38133	POWELL MATTHEW & JENNIFER HARDEE-POWELL 2907 CHRISTOVAL ST MEMPHIS TN 38133
SMITH KATELYN R AND ZACKERY B EVANS (RS) 2914 CHRISTOVAL ST BARTLETT TN 38133	LOWRIGHT CHRISTOPHER J & JOHANNAH 2920 CHRISTOVAL ST MEMPHIS TN 38133	MONTOYA THERESA 2921 CHRISTOVAL ST MEMPHIS TN 38133

NICHOLSON DAVID B
2925 HARRELL RD
ARLINGTON TN 38002

DUNN KEVIN M
2939 CROWELL ST
BARTLETT TN 38133

POPE JOSEPH D & MADISON
2946 CROWELL ST
MEMPHIS TN 38133

MOORE DEBORAH L
2954 CHRISTOVAL ST
MEMPHIS TN 38133

THORNE ERIC S
2961 CROWELL ST
MEMPHIS TN 38133

EVANS STEVENS P & TERESA L
2967 CROWELL ST
MEMPHIS TN 38133

DRAKE ERIN AND MEREDITH D
KILGORE AND
297 TIMBERLANE DR
CORDOVA TN 38018

DAVENPORT RICHARD L SR &
DEBORAH R
2976 CHRISTOVAL ST
BARTLETT TN 38133

WYLIE SANDRA R
2989 CHRISTOVAL ST
BARTLETT TN 38133

JANOVETZ JOANNE C
2997 CHRISTOVAL ST
MEMPHIS TN 38133

WELCH WILBUR L & RUBENA B
REVOCABLE
2926 CHRISTOVAL ST
MEMPHIS TN 38133

BIGGER TIMOTHY J & AGNES O
2941 CHRISTOVAL ST
MEMPHIS TN 38133

HARDIN RANDLE D & LORENZA S
2947 CHRISTOVAL ST
MEMPHIS TN 38133

WATTS DONALD P & KATHRYN A
2955 CHRISTOVAL ST
MEMPHIS TN 38133

RICE MARY L
2962 CHRISTOVAL ST
BARTLETT TN 38133

HANKINS MELISSA A
2968 CHRISTIOVAL ST
MEMPHIS TN 38133

BRYAN IREYS H B & NATHAN S
2974 CROWELL ST
BARTLETT TN 38133

BRIDGES JULIE
2980 CROWELL ST
BARTLETT TN 38133

RUTHERFORD MICHAEL H
2996 CHRISTOVAL ST
MEMPHIS TN 38133

FALASCO JOSHUA P
3003 COTULLA CV
BARTLETT TN 38133

THEISEN COLLEEN
2935 CHRISTOVAL ST
MEMPHIS TN 38133

SOBCZAK JOHN R & SHERRI L
2946 CHRISTOVAL ST
BARTLETT TN 38133

BROOKS LOUIS D & VIRGIE L
2953 CROWELL ST
MEMPHIS TN 38133

HATHAWAY ROBERT L
2960 CROWELL ST
MEMPHIS TN 38133

MORRIS RUSSELL E
2963 CHRISTOVAL ST
MEMPHIS TN 38133

MAYTON PRESTON E
2969 CHRISTOVAL ST
BARTLETT TN 38133

TARTERA NICHOLAS M & AMY N
2975 CROWELL DR
BARTLETT TN 38133

BROWN VILLIE L & CYNTHIA L
2982 CHRISTOVAL ST
MEMPHIS TN 38133

SPIVEY JAMES A JR & REBECCA
H
2996 COTULLA CV
MEMPHIS TN 38133

PASCHALL JOSHUA S &
PATRICIA L
3009 COTULLA CV
BARTLETT TN 38133

MEKONNEN EYASU H AND SAMI
MEKONNEN (RS)
3010 CHRISTOVAL CV
MEMPHIS TN 38133

WHITTINGTON ALAN J & ANNA N
3016 CHRISTOVAL CV
BARTLETT TN 38133

ALVARADO NORBERTO
3018 CROWELL CV
BARTLETT TN 38133

HANKS NOAH W
3023 COTULLA CV
BARTLETT TN 38133

GELLER DEBORAH J
3025 CHRISTOVAL CV
BARTLETT TN 38133

CAMPBELL JIMMIE L
3031 COTULLA CV
MEMPHIS TN 38133

TULLEY PAUL D & KELLY M
3049 TYLER CV
MEMPHIS TN 38133

CURTIS PAUL G & JANET P
3064 TYLER CV
BARTLETT TN 38133

ROBIDAS JEANNEA L
3067 TYLER CV
MEMPHIS TN 38133

BRIGHT TOMMY J JR & S JEANNE
3076 AMBER REBECCA CV
BARTLETT TN 38133

STEWART STEVEN A & PAULA K
3011 CHRISTOVAL CV
MEMPHIS TN 38133

ODO VINCENT J JR
3017 CHRISTOVAL CV
MEMPHIS TN 38133

LEWIS AMY T
3019 CROWELL CV
BARTLETT TN 38133

PANNELL SHIRLEY A B & JOE L
3023 CROWELL CV
MEMPHIS TN 38133

DODD TERRY L & MAUREEN O
3028 CHRISTOVAL CV
MEMPHIS TN 38133

TARENA SHAYNE M & REBECA E
3045 TYLER CV
MEMPHIS TN 38133

HOLLAND DELORIS
3056 TYLER CV
MEMPHIS TN 38133

HEIN PAUL
3065 AMBER REBECCA CV
BARTLETT TN 38133

MANLEY LEANN
3072 TYLER CV
BARTLETT TN 38133

HOFFMAN RAVIN & JEREMY
3086 AMBER REBECCA CV
BARTLETT TN 38133

ZUNIGA ANDREA
3012 CROWELL CV
BARTLETT TN 38133

HARBIN KAITLYN C AND
KIMBERLY MCCLUSKEY
3017 COTULLA CV
MEMPHIS TN 38133

MURPHY DANIEL K
3022 CROWELL CV
MEMPHIS TN 38133

WOODY STEPHEN D
3024 CHRISTOVAL CV
MEMPHIS TN 38133

WRIGHT RUTH C
3029 CHRISTOVAL CV
MEMPHIS TN 38133

PANOS PETER A
3048 TYLER CV
BARTLETT TN 38133

CAREY ROY W & TRACIE
3059 TYLER CV
BARTLETT TN 38133

CHOICE CHARLES V & CALAH C
3066 AMBER REBECCA CV
BARTLETT TN 38133

HUGHEY JULIANNE C
3075 TYLER CV
MEMPHIS TN 38133

STURGELL JAMES W & MINDY L
3100 BRIARLY LN
BARTLETT TN 38135

WARREN RICHARD T JR
3109 VIA LOPEZ DR
MEMPHIS TN 38133

SPELLINGS JESSICA & ELON W
3115 VIA LOPEZ DR
BARTLETT TN 38133

PERSON ROLAND H &
STEPHAINE L
3130 VIA LOPEZ DR
BARTLETT TN 38133

PEEPLS-DICOCCO LIVING
TRUST
3455 COUNTY ROAD 751
JONESBORO AR 72405

STAFFORD ROBIN
3554 BLUE SLATE CV
BARTLETT TN 38133

BARLOW DENNIS L & MICHELLE
L
37041 SANTA CRUZ DR
BARTLETT TN 38133

MITCHELL BRUCE
39483 RIDGE PARK DR
SEVERANCE CO 80610

MALHOTRA SUHAIL
41 WALLER ST #205
AUSTIN TX 78702

NNN REIT INC
450 S ORANGE AVE #900
ORLANDO FL 32801

HOOMAN OKTAEI INC
5644 BARFIELD RD
MEMPHIS TN 38120

ROBBINS TIMOTHY C & SANDRA
M
3110 BRIARLY LN
MEMPHIS TN 38135

GARDNER MICHAEL & TAYLOR
3118 MILKYWAY DR
BARTLETT TN 38134

SAUNDERS ROBERT S & LINDA S
3136 VIA LOPEZ DR
MEMPHIS TN 38133

BAPTIST MEMORIAL MEDICAL
GROUP INC
350 N HUMPHREYS BLVD
MEMPHIS TN 38120

SISTARE JOE F AND MARY H
SISTARE
3642 OAK RD
MEMPHIS TN 38135

RADIANT GROUP OF
PROPERTIES LLC
384 DISTRIBUTION PKWY
COLLIERVILLE TN 38017

WALKER WILLIAM R
401 UTAH DR #H
PETALUMA CA 94952

MOORE ELVIS D SR
4230 CURVE NANKIPOO RD
HALLS TN 38040

ARMM ASSET CO 2 LLC
5001 PLAZA ON THE LAKE #200
AUSTIN TX 78746

EMMONS INVESTMENTS LLC
5790 FERGUSON RD
BARTLETT TN 38134

CHAPMAN BRYAN & GINGER
3110 VIA LOPEZ DR
MEMPHIS TN 38133

GOSS ARTHUR D & KAREN M
3120 BRIARLY LN
BARTLETT TN 38135

TERRAVET BARTLETT LLC
33 ROCK HILL RD #320
BALA CYNWYD PA 19004

HOME SFR BORROWER II LLC
3505 KOGER BLVD #400
DULUTH GA 30096

YU DIANE
3695 STONETRACE CIR
BARTLETT TN 38135

GOLDSTAR HOMES LLC
3840 WINCHESTER RD
MEMPHIS TN 38118

CARLSON DEAN & KATHY L
4035 HADLEY DR
MEMPHIS TN 38133

RICE M K
4400 W CHERRY PLACE DR
MEMPHIS TN 38117

STAGECOACH COLLECTION
BACELINE LLC
511 BROADWAY
DENVER CO 80203

NFH2 G P
5858 RIDGEWAY CENTER PKWY
MEMPHIS TN 38120

PATEL VISHALKUMAR A
605 AMOS CT
MC KINNEY TX 75070

ESSENTIAL PROPERTIES LLC
6263 POPLAR AVE #200
MEMPHIS TN 38119

TUCKER RYAN
6280 CHESTER ST #101
ARLINGTON TN 38002

CITY OF BARTLETT
6400 STAGE RD
MEMPHIS TN 38134

HMT HOLDCO LLC AND MARIAN
H KELLY
65 UNION AVE #12
MEMPHIS TN 38103

STEWART DAVID F LIVING
TRUST
6809 SUMMER AVE
MEMPHIS TN 38134

AHMED SHDI AND LUTFI &
MALAK AHMED
6859 HWY 70
MEMPHIS TN 38134

MEMPHIS GOODWILL INC
6895 STAGE RD
MEMPHIS TN 38133

SCHA LLC
6923 STAGE RD
MEMPHIS TN 38133

SEVEN BROTHERS PROPERTIES
LLC
6926 E SHELBY DR
MEMPHIS TN 38141

CONTREAS-ROMERO CHRISTIAN
D AND MONICA
6964 JUANITA CIR
BARTLETT TN 38133

MEYERS CHARLES H JR
6969 DEBRA CV
MEMPHIS TN 38133

LEFFLER KATHRYN L AND JAY M
LEFFLER AND
6970 JUANITA CIR
MEMPHIS TN 38133

TUCKER MAURICE SR
6971 JUANITA CIR
MEMPHIS TN 38133

BARRIOS ROSA A AND ERIK A
SALUGERO (RS)
6972 DEBRA CV
MEMPHIS TN 38133

VATTER DAVID W AND KRISTY E
SMITH (RS)
6978 JUANITA CIR
MEMPHIS TN 38133

CONNOLLY THERESA N
6979 DEBRA CV
MEMPHIS TN 38133

BARNED ALVIN & MARIA
6979 JUANITA CIR
MEMPHIS TN 38133

HESTER TRAVIS L
6982 JUANITA CIR
MEMPHIS TN 38133

FLEMING JESSE K
6983 DEBRA CV
MEMPHIS TN 38133

RUSSELL DEDRICK D
6984 DEBRA CV
MEMPHIS TN 38133

ST GEORGE ORTHODOX
CHURCH INC OF THE ORT
6984 US HIGHWAY 70
BARTLETT TN 38133

EDINBURGH WANZY G
6985 JUANITA CV
MEMPHIS TN 38133

NGUYEN MICHAEL A & TANIA T
6987 DEBRA CV
MEMPHIS TN 38133

BRITTON DOUGLASS L
6988 DEBRA CV
MEMPHIS TN 38133

UTLEY CAROLYN L
6988 JUANITA CIR
MEMPHIS TN 38133

SHIELDS RICKY D
6988 JUANITA CV
MEMPHIS TN 38133

SZIMANOUSS CHRISTOPHER
6991 JUANITA CIR
MEMPHIS TN 38133

CRUTCHFIELD CHRISTOPHER A
6992 DEBRA CV
MEMPHIS TN 38133

MURAYA JENNIFER M
6993 DEBRA CV
MEMPHIS TN 38133

BANUELOS JONATHAN A L
6997 DEBRA CV
MEMPHIS TN 38133

VINCENT RONALD & ALISA
70 FOREST EDGE DR
EADS TN 38028

FELLOWSHIP BAPTIST CHURCH
OF BARTLETT
7002 SUMMER AVE
MEMPHIS TN 38133

SHAW LAWRENCE E & MARIE L
7004 DEBRA CV
MEMPHIS TN 38133

JORDAN BRIANNA M
7020 LAURA CIR
MEMPHIS TN 38133

MILLER JAMES A & DENA R
7028 LAURA CIR
MEMPHIS TN 38133

MCDONALD-MARTIN DONNA
7031 DEBRA CV
MEMPHIS TN 38133

PARNELL BRUCE
7034 LAURA CIR
MEMPHIS TN 38133

SEGERSON PERRI C
7040 DEBRA CV
MEMPHIS TN 38133

SPENCER STEPHANIE AND
RICKY KING (RS)
7041 LAURA CIR
MEMPHIS TN 38133

ODOM ROBERT K
6998 DEBRA CV
MEMPHIS TN 38133

TOVAR JOSE S V & BERTHA R
MIRANDA
7000 JUANITA CV
MEMPHIS TN 38133

MATA ROSA & CESAR L
DOMINGUEZ
7003 DEBRA CV
MEMPHIS TN 38133

AG AIM MEMPHIS RE HOLDINGS
LLC
7007 STAGE RD
BARTLETT TN 38133

RAYFORD SHANIQUEA
7021 DEBRA CV
MEMPHIS TN 38133

RUIZ EDUARDO S
7029 LAURA CIR
MEMPHIS TN 38133

VONGPHRACHANH
PHIENGMAN Y & SOMJIT
7032 DEBRA CV
MEMPHIS TN 38133

CHURCH OF THE LORD JESUS
CHRIST (THE)
7036 US HIGHWAY 70
MEMPHIS TN 38133

RILEY PEARLIE
7040 LAURA CIR
MEMPHIS TN 38133

ZUANAZZI FLAVIA G & GIANNI M
7045 DEBRA CV
MEMPHIS TN 38133

ERAZO WENDY Y & JUAN
RODRIGUEZ
6999 JUANITA CIR
MEMPHIS TN 38133

LEFEVER BETH J
7002 JUANITA CIR
MEMPHIS TN 38133

FIELDS ZANE
7003 JUANITA CIR
MEMPHIS TN 38133

PHILLIPS THELMA & TERRY
7010 JUANITA CV
MEMPHIS TN 38133

HERNANDEZ FRANCISCO A
7025 DEBRA CV
MEMPHIS TN 38133

WALKER SHIRLEY
7030 LAURA CIR
MEMPHIS TN 38133

LAVARIAS KAREN E
7034 LAURA CIR
MEMPHIS TN 38133

MURPHY ANITA R (ESTATE OF)
7039 LAURA CIR
MEMPHIS TN 38133

SOLIMAN AHMED
7041 DEBRA CV
MEMPHIS TN 38133

LAURY WAYNE & ANN
7047 SANTA CRUZ DR
BARTLETT TN 38133

TRAN LIEM N & DO THI CAO
7048 LAURA CIR
MEMPHIS TN 38133

DOZIER DWIGHT P
7070 SANTA CRUZ DR
BARTLETT TN 38133

DODRILL RODNEY B & JUDITH A
7080 SANTA CRUZ DR
MEMPHIS TN 38133

BREWER MAXINE V
7094 MARYLAND CT
MEMPHIS TN 38133

PANYANOUVONG
THRONGSAVANH & XAYPHONE
7112 MARYLAND CT
MEMPHIS TN 38133

OROZCO JOSE D & YOLANDA
7120 MARYLAND CT
MEMPHIS TN 38133

ASMUS ROBERT L AND BONNIE L
ASMUS
7135 DEVINE
BARTLETT TN 38133

BECHTEL WILLIAM P
7154 LAMESA LN
BARTLETT TN 38133

ROOK THOMAS G
7163 LAWN LN
MEMPHIS TN 38133

BOLEN ALLEN G & JEANNE M
7168 LAWN LN
MEMPHIS TN 38133

WILLIAMS MOE CONSTRUCTION
CO INC
7050 LAURA CIR
MEMPHIS TN 38133

VONPHRACHANH SISOUPHANH
& CHANDY
7071 SANTA CRUZ DR
MEMPHIS TN 38133

CARTER STEVEN L
7086 MARYLAND CT
MEMPHIS TN 38133

DANG QUOC AND DIEP THI DANG
7100 SANTA CRUZ DR
MEMPHIS TN 38133

CARROLL JACKIE
7115 MARYLAND CT
MEMPHIS TN 38133

LEE MAY N
7123 SANTA CRUZ DR
BARTLETT TN 38133

BURROUGHS KENNETH
7147 DEVINE ST
BARTLETT TN 38133

TABOADA NELSON & WILMA
7157 LAMESA LN
BARTLETT TN 38133

HILL LAVERNE B (ESTATE OF)
AND PHILIP
7164 DEVINE ST
BARTLETT TN 38133

STEVENS J BRADLEY AND
MELISSA A WHITE
7169 LAMESA LN
MEMPHIS TN 38133

BRYANT JEREMY B & APRIL
7055 SANTA CRUZ DR
MEMPHIS TN 38133

WOODS JOSEPH E II & ELLEN P
7077 SANTA CRUZ DR
MEMPHIS TN 38133

WAMPLER CHARLES L & TAMMY
G
7090 SANTA CRUZ DR
MEMPHIS TN 38133

TAYLOR JOSEPH C & BARBARA J
7105 SANTA CRUZ DR
MEMPHIS TN 38133

ELLIS OSCAR & KYOKO
7116 MARYLAND CT
MEMPHIS TN 38133

CARPENTER GENEKA J
7124 MARYLAND CT
MEMPHIS TN 38133

SEGERSON JAMES E &
DEBORAH M
7148 DEVINE ST
MEMPHIS TN 38133

HOLIFIELD TONYA & KYLE
7158 LAMESA LN
MEMPHIS TN 38133

JOYCE JAMES A
7165 LAMESA LN
BARTLETT TN 38133

POTEET WILLIAM B &
JACQUELINE K
7171 DEVINE ST
MEMPHIS TN 38133

GEORGE JOSEPH A
7173 LAMESA LN
BARTLETT TN 38133

GASKINS ARTHUR W
7174 LAMESA LN
BARTLETT TN 38133

CHIN M BERNICE
7181 LAMESA LN
MEMPHIS TN 38133

MCELVAIN JONNY
7185 LAMESA LN
BARTLETT TN 38133

WHEETLEY NICOLE D
7187 LAMESA LN
BARTLETT TN 38133

WILKS KIMBERLY
7188 LAMESA LN
MEMPHIS TN 38133

SHOOK PATRICIA A
7189 LAMESA LN
MEMPHIS TN 38133

RODRIQUEZ ALFREDO E &
MIRIAM J B MACIAS
7192 LAMESA LN
MEMPHIS TN 38133

TOWNS MARK
7196 HWY 70
BARTLETT TN 38133

MAXWELL JOHN B JR (TR)
766 S WHITE STATION RD #2
MEMPHIS TN 38117

HENSLEY BILL AND REBA
HENSLEY TRUST
784 ROCKY POINT RD
CORDOVA TN 38018

JERAM GEORGE AND ANDREA
RICHARDS (RS)
80 PILOT POINT LN
STEWART TN 37175

WINNY OSCAR LLC
8028 CROSS VILLAGE DR
GERMANTOWN TN 38138

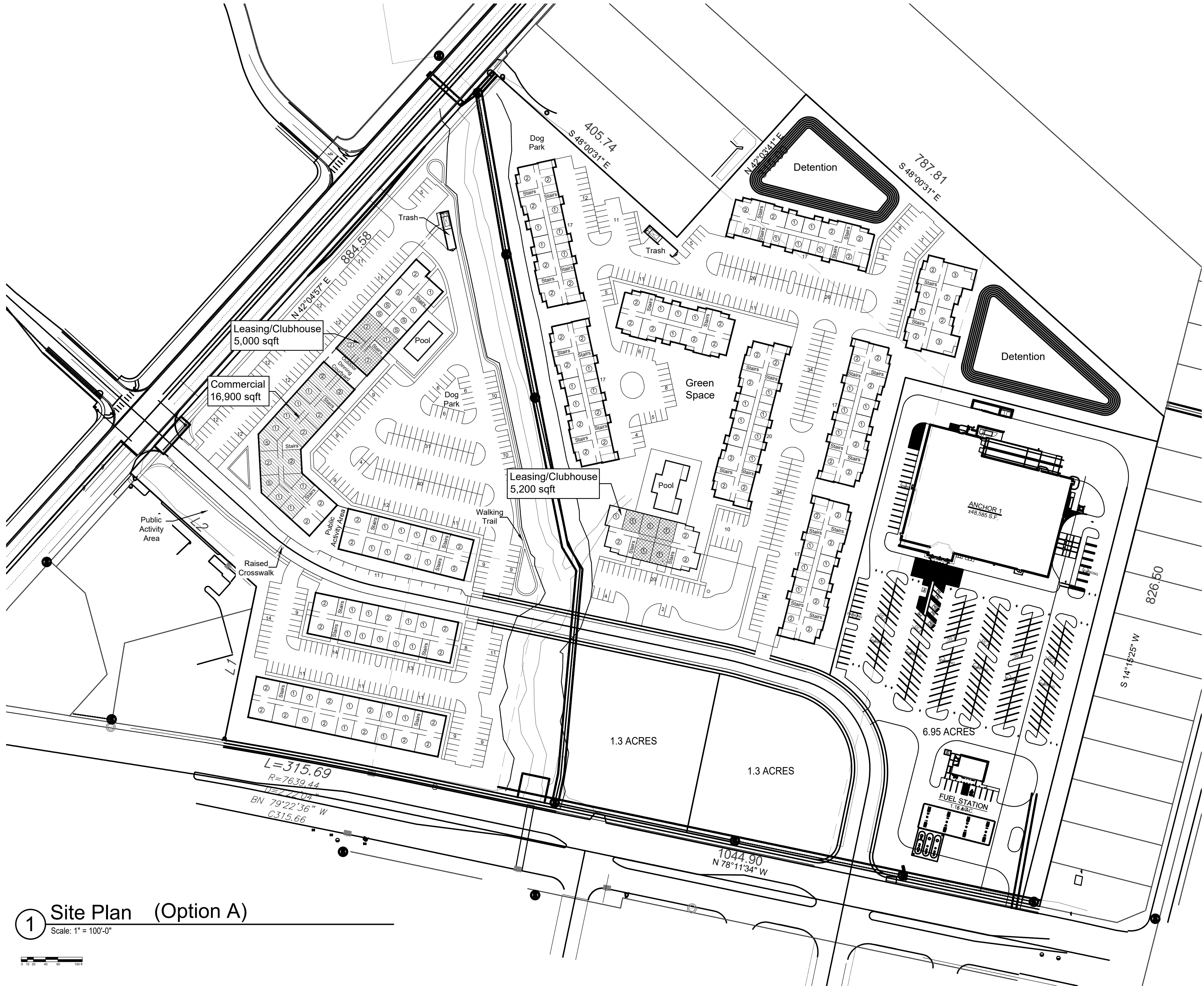
KISHIDA KUNIO
830 WILLOW TREE CIR
CORDOVA TN 38018

CROMWELL CYNTHIA C
8601 US HWY 70
ARLINGTON TN 38002

SMITH WEIL
8659 MEMPHIS ARLINGTON DR
BARTLETT TN 38133

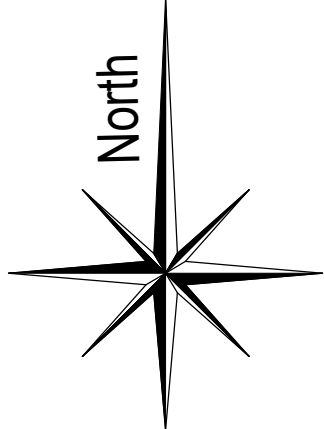
MANNCO PROPERTY
MANAGEMENT LLC
8768 CRADDLE HILL CV
ARLINGTON TN 38002

DAEDALUS INNOVATIONS
950 HARBOR VIEW DR
MEMPHIS TN 38103

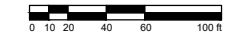


Mixed-Use Site Data:		3-Stories	
Number of bedrooms per unit		Shown number of units	
Studios	16	8%	
1 Bedroom	94	47%	
2 Bedrooms	91	45%	
Total Units	201	100%	
Commercial Parking Required 16,900 sqft / 200			
Leasing/Clubhouse Office Parking Required 5,000 sqft / 200			
Lofts Parking Required 165 or more dwelling units, 1.32 spaces per dwelling unit.			
Total Parking Required	376		
Total Commercial Parking Provided	85		
Total Leasing/Clubhouse Parking Provided	25		
Total Lofts Parking Provided	301		
Total Parking Provided	411		
Parking Ratio 301/201 = 1.5 spaces per unit. This ratio does not include parking for Leasing/Clubhouse/Commercial			

Lofts Site Data:		3-Stories	
Number of bedrooms per unit		Shown number of units	
1 Bedroom	108	43%	
2 Bedrooms	135	54%	
3 Bedrooms	6	3%	
Total Units	249	100%	
Leasing/Clubhouse Office Parking Required 5,200 sqft / 200			
Lofts Parking Required 165 or more dwelling units, 1.32 spaces per dwelling unit.			
Total Parking Required	357		
Total Leasing/Clubhouse Parking Provided	26		
Total Lofts Parking Provided	368		
Total Parking Provided	394		
Parking Ratio 368/249 = 1.5 spaces per unit. This ratio does not include parking for Leasing/Clubhouse/Commercial			



1 Site Plan (Option A)
Scale: 1" = 100'-0"



Petition to Oppose Proposed Development

To: City of Bartlett Planning Commission / Bartlett City Council / Mayor's Office

From: Concerned Parents, Guardians and residents of the City of Bartlett

Date: June 2, 2025

We, the undersigned parents, guardians, and residents of the City of Bartlett, respectfully submit this petition in **strong opposition** to the proposed apartment development, with a proposed location at the northeast quadrant of Highway 64 and Highway 70 (the "Proposed Development"), which would directly overlook the outdoor playground of Little Bears Preschool (the "Daycare"), located at 6975 US Highway 70, Bartlett, TN 38133.

Reasons for Opposition:

1. **Children's Safety and Privacy:** The Proposed Development poses a serious threat to the privacy and safety of young children who attend the Daycare. Elevated residential units with direct line-of-sight into a children's playground create opportunities for inappropriate surveillance, harassment, and a general sense of insecurity among staff, parents, and children.
2. **Negative Impact on Child Development and Well-being:** The Daycare's outdoor space is essential for the healthy growth and development of its students. The presence of nearby apartment windows creates an environment of constant observation, which can discourage outdoor play and cause anxiety for both children and caregivers.
3. **Violation of Reasonable Expectations of Privacy:** Parents choose this Daycare with the understanding that their children will be in a secure and private environment. The Proposed Development undermines that assurance and erodes community trust.
4. **Reduced Daycare Enrollment and Community Impact:** As a direct result of this development, parents may withdraw their children from the Daycare or choose alternative care options, which could threaten the Daycare's ability to remain operational and negatively impact the local economy and working families.
5. **Alternative Development Options Exist:** We recognize the need for housing, but believe this site is inappropriate for high-density residential development. We urge the City to explore alternate locations or design modifications that preserve the privacy of the Daycare and its students.

We Request That:

- The City deny approval for the current development proposal in its present form.
- A thorough impact assessment be conducted regarding the effects on the Daycare and its families.
- The City engage in transparent consultation with daycare staff, parents, and local residents to identify mutually acceptable alternatives.

By signing below, we express our firm opposition to the proposed development and urge city officials to act in the best interest of our community's youngest and most vulnerable members.

	Name	Address	Email	Signature
1	Alberta E. Henry Anderson	3362 Altruia Rd. Bartlett Pa		Alberta E. Anderson
2	Luccinda Blain	5302 Long Pine Dr		Luccinda Blain
3	Maeb Phillips	6189 Christina Wood Dr.		Maeb Phillips
4	Richard Hill	3877 Robin Hill		Richard Hill
5	Amieel Davies	3940 Robin Hill Rd.		Amieel Davies
6	Lisa Lindenfelter	10385 Hawk's Call Ln		Lisa Lindenfelter
7	Jamari Hillman	4671 Lindanwood Ln		Jamari Hillman
8	John Walton	7917 Vera Louise	mr.goodhart@aol.com	John Walton
9	Dylan Smith	3516 Evening Light Dr		Dylan Smith
10	Larry Rouke	6249 Lake View Dr		Larry Rouke
11	Murray Harris	3915 Clover Hill		Murray Harris
12				
13				

By signing below, we express our firm opposition to the proposed development and urge city officials to act in the best interest of our community's youngest and most vulnerable members.

	Name	Address	Email	Signature
1	Nicole Sharpe	7249 Shady Oaks Dr Bartlett TN 38133	nicolepel.rdn@gmail.com	Nu Sm
2	Sarah Coletta	6992 Diplomat Place Bartlett TN 38134	sarahandgrant@yahoo.com	Sarah Coletta
3	Kristen Hayes	5512 North St Bartlett TN 38134	knhayes3@yahoo.com	Kristen Hayes
4	Berenise Mejia	2110 Country Green Rd Bartlett TN 38133	berenisemejia01@gmail.com	Berenise Mejia
5	Danielle Stroyer	4485 Society Road Bartlett TN 38133	stroyer.danielle@gmail.com	Danielle Stroyer
6	Matthew Sharpe	7249 Shady Oaks Dr. Bartlett TN 38133	sharpe.matt1992@gmail.com	Matthew Sharpe
7	Justin Headley	3579 Blueplate Cv. Bartlett, TN 38133	jshawkz22@yahoo.com	Justin Headley
8				
9				
10				
11				
12				
13				

By signing below, we express our firm opposition to the proposed development and urge city officials to act in the best interest of our community's youngest and most vulnerable members.

	Name	Address	Email	Signature
1	Jean Walker	3527 Glen Trace CV	denejan@comcast.net	Jean Walker
2	Don Walker	3527 Glen Trace CV	denejan@comcast.net	Don Walker
3	Samantha Cole	9120 Oakvale Dr	sam@esdragons85@yahoo.com	Samantha Cole
4	Jennifer Heaney	3164 Hill Lake Dr		Jennifer Heaney
5	Timothy Tison	3164 Hill Lake Dr		Timothy Tison
6	Lillian Hornum	3164 Hill Lake Dr		Lillian Hornum
7	Will Kellogg	8177 West St.		Will Kellogg
8	Sarah Kellogg	8177 West St.		Sarah Kellogg
9	Thomas May	6670 Wilcox Blvd		Thomas May
10	Don Smith	7646 Olivia Hill		Don Smith
11	Jeanie Smith	7546 Olivia Hill		Jeanie Smith
12	Maria Walker	4918 Valley Birch Dr	mariajagoe@hotmail.com	Maria Walker
13	Lee Walker	4918 Valley Birch Dr	lwalker1@comcast.net	Lee Walker

14	Isabella Walker	4916 Valley Birch Dr	isabella.walker037@gmail.com	Isabella Walker
15	Janea Burgess	8778 Carriage Creek Rd	walker-crow@hotmail.com	Janea Burgess
16	David Burgess	8778 Carriage Creek Rd	walker-crow@hotmail.com	David Burgess
17	Amy Rhodes	6109 Kevin Drive	iloveasia3712@gmail.com	Amy Rhodes
18	Carol Jones	5244 Martin Ln	cjones@gmail	Carol Jones
19	Yvonne Funderburk	6221 Fox Bough Ln		Yvonne Funderburk
20	Ella Rains	9171 Hillman Way Dr	erains05@gmail.com	Ella Rains
21	Rhonda Stevens	3499 Oak Rd	stevens31843041.com	Rhonda Stevens
22	Mark Stevens	3499 Oak Rd	"	Mark Stevens
23	Steve Collier	5040 Farmland Way	srccollier.net	Steve Collier
24	Terry Dunn	6682 Willow Brook	utolsdunn@gmail.com	Terry Dunn
25	Linda Lesley	6317 Hedgewood Ln	linda.lesley44@gmail.com	Linda Lesley
26	Chad Pitcock	3109 Cherry Breeze Dr.	riverandholosfan@yahoo.com	Chad Pitcock
27	Donna Wiener	8025 Windersville Dr.	donawienner@live.com	Donna Wiener
28	Donna Burkhardt TERESA BURKHARDT	5637 Autumn Steps Burlington, TN 38134	Tgerlach.1923@gmail.com	Donna Burkhardt

29	Angela Kristine Graves	193 Squires Grove Drive West Atoka, TN 38004	angelagraves@gmail.com	Anger
30	Alexus Headley	3577 Blueside Cove Bartlett, TN 38133	alexusheadley19@gmail.com	AKH Headley
31	Miriam Owoola	7707 Romero Drive Arlington, TN 38002	miriamowoola@gmail.com	Miriam
32	Patricia Bishop	7919 Terry Franklin Bartlett, TN	pgb1919@yahoo.com	Patricia Bishop
33	Lorene Hamill	8260 Bon Lin Dr Bartlett		Lorene Hamill
34	Kathryn Hughes	3127 Court St Bartlett, TN 38134	Kat_hue@bellsouth.net	Kathryn J. Hughes
35	Richard Martin	3335 Venable Dr Bartlett, TN 38134	KYDKE@ATT.net	Richard Martin
36	Perry Hughes	3127 Court St Bartlett, TN		Perry Hughes
37	Wanda Martin	3335 Venable Dr 38134	rwmartin@bellsouth.net	Wanda Martin
38	R. MARK HEATH	6253 Ledgebrook 38135	memphischieft@att.net	R. Mark Heath
39	DAVE Jereb	5964 AUSTIN CV Bartlett		Dave Jereb
40				
41				
42				
43				

Name	City	State	Postal Cod	Country	Signed On
Cindy Cromwell	Arlington	TN	38002	United States	5/23/2025
Leah Webb	Nashville	TN	37217	United States	5/23/2025
Pat Isom	Memphis	TN	38133	United States	5/23/2025
Alexandria Williams	Memphis	TN	38128	United States	5/23/2025
Jamie Shaw	Bartlett	TN	38002	United States	5/23/2025
Larry Wheeler	Memphis	TN	38115	United States	5/23/2025
Gennifer Pate	Memphis	TN	38135	United States	5/23/2025
Josh Webb	Bartlett	TN	38135	United States	5/23/2025
DOLORES WALKER	Memphis	TN	38135	United States	5/23/2025
Cristin Vo	Memphis	TN	38112	United States	5/23/2025
Kayla Potts	Memphis	TN	38135	United States	5/23/2025
Hailey DuBoise	Memphis	TN	38128	United States	5/23/2025
Ashley Lee	Cordova	TN	38018	United States	5/23/2025
William Parks	Memphis	TN	38133	United States	5/23/2025
Martha Lott	Memphis	TN	38135	United States	5/23/2025
Cassie Namowicz	Atlanta	GA	30324	United States	5/23/2025
Nicole Sharpe	Bartlett	TN	38133	United States	5/23/2025
Hana Alsibahy	Bartlett	TN	38134	United States	5/23/2025
Michalla Venegas	Bartlett	TN	38135	United States	5/23/2025
Hope Peters	Bartlett	TN	38133	United States	5/23/2025
Kalynn Houston	Arlington	TN	38002	United States	5/23/2025
Leigh coons	Memphis	TN	38119	United States	5/23/2025
Kendal Dunaway	Oakland	TN	38060	United States	5/23/2025
Ashley Barth Barth	Cordova	TN	38016	United States	5/23/2025
Marilyn Rodgers	Cordova	TN	38018	United States	5/23/2025
Courtnie Millington	Bartlett	TN	38135	United States	5/23/2025
Alex McAfee	Memphis	TN	38133	United States	5/23/2025
Tara Samples	Bartlett	TN	381133	United States	5/23/2025
Victoria Curtis	Memphis	TN	38118	United States	5/23/2025
Alita Solomon	Bartlett	TN	38134	United States	5/23/2025
Emma Samples	Memphis	TN	38133	United States	5/23/2025
Lance Armor		HI		United States	5/23/2025

Holly Payne	Memphis	TN	38111	United States	5/23/2025
Lynn Strickland	Memphis	TN	38135	United States	5/23/2025
Christopher Namowicz	Bartlett	TN	38134	United States	5/23/2025
Debbie Dunaway	Oakfield	TN	38362	United States	5/23/2025
Mark Dalrymple	Memphis	TN	38122	United States	5/23/2025
Jennifer Tucker	Bartlett	TN	38134	United States	5/23/2025
Regina Dalrymple	Bartlett	TN	38133	United States	5/23/2025
Katie Maxey	Collierville	TN	38017	United States	5/23/2025
Amanda Salley	Collierville	TN	38017	United States	5/23/2025
Emily Ferrand	Memphis	TN	38133	United States	5/23/2025
Chessie Hayes	Memphis	TN	38125	United States	5/24/2025
Lauren walker	Arlington	TN	38002	United States	5/24/2025
Ashley Hutchison	Memphis	TN	38118	United States	5/24/2025
Nick Hendren	Bartlett	TN	38133	United States	5/24/2025
Megan Dunaway	Jackson	TN	38301	United States	5/24/2025
Kevin Samples	Bartlett	TN	38133	United States	5/24/2025
Avrey Stevens	Memphis	TN	38135	United States	5/24/2025
Piyush Bhakta	Memphis	TN	38118	United States	5/24/2025
Alexis Farrar	Memphis	TN	38135	United States	5/24/2025
Demi Jacques	Bartlett	TN	38133	United States	5/24/2025
Devan Latta	Memphis	TN	38133	United States	5/24/2025
Matt Pair	Byhalia	MS	38611	United States	5/24/2025
Patricia Thompson	Memphis	TN	38135	United States	5/24/2025
June Tucker	Memphis	TN	38115	United States	5/24/2025
Nicole Madera	Memphis	TN	38133	United States	5/24/2025
Alison Crookshanks	Bartlett	TN	38135-6191	United States	5/24/2025
Amy Perritt	Collierville	TN	38017	United States	5/24/2025
Kimberly Adams	Normal	IL	61761	United States	5/24/2025
Rene Tinsley	Memphis	TN	38135	United States	5/24/2025
Kayleigh Stanphill	Collierville	TN	38017	United States	5/24/2025
Erika Scoggins	Oakland	TN	38060	United States	5/24/2025
Kristi Evans	Bartlett	TN	38134	United States	5/24/2025
Wes Cash	Memphis	TN	38111	United States	5/24/2025

Amanda O'Dell	Bartlett	TN	38002	United States	5/24/2025
Sarah Carter	Memphis	TN	38016	United States	5/24/2025
Rachael Brower	Memphis	TN	38135	United States	5/24/2025
Alex Murphy	Bartlett	TN	38135	United States	5/24/2025
Angela Jennings	Somerville	TN	38068	United States	5/24/2025
Matthew Sharpe	Memphis	TN	38133	United States	5/24/2025
Jamie Mix	Cordova	TN	38016	United States	5/24/2025
Kristen Hayes	Bartlett	TN	38134	United States	5/24/2025
Tristin Yarbrough	Memphis	TN	38133	United States	5/24/2025
Jordan Romaine	Southaven	MS	38671	United States	5/24/2025
Bridget Kenton	Memphis	TN	38133	United States	5/24/2025
Piper Pittman	Arlington	TN	38002	United States	5/24/2025
Lindsey Lambert	Collierville	TN	38017	United States	5/24/2025
Mary Namowicz	Chicago	IL	60602	United States	5/24/2025
Amy Jolly	Hernando	MS	38632	United States	5/24/2025
Lauren Allen	Memphis	TN	38134	United States	5/24/2025
Ronda Jacques	Cordova	TN	38016	United States	5/24/2025
Susana Muñoz	Madrid		28019	Spain	5/24/2025
Tyler B	KC Metro	MO		United States	5/24/2025
Daniel Mott	Cordova	TN	38018	United States	5/24/2025
Mo Smith	Montgomery	AL	36116	United States	5/24/2025
Tyler Dunaway	Paris	TN	38242	United States	5/24/2025
Pascal Grosset	Memphis	TN	38134	United States	5/24/2025
Kelsey Pope	Memphis	TN	38128	United States	5/24/2025
Roger Collins	Cordova	TN	38016	United States	5/24/2025
Casey Porter	Memphis	TN	38134	United States	5/24/2025
Caitlin White	Memphis	TN	38122	United States	5/24/2025
Carolyn Theobald	Bartlett	TN	38134	United States	5/24/2025
Rachel Boyles	Arlington	TN	38002	United States	5/24/2025
Erika Meier	Cordova	TN	38016	United States	5/24/2025
Nealy Scott	Lexington	KY	40502	United States	5/24/2025
Regan Trujillo	Memphis	TN	38134	United States	5/24/2025
carter hatcher	Bartlett	TN	38135	United States	5/24/2025

Shavon Carter	Memphis	TN	38106	United States	5/24/2025
Shirley J Morman	Memphis	TN	38104	United States	5/24/2025
Monica Adams	Memphis	TN	38134	United States	5/24/2025
Justin James	Bartlett	TN	38135	United States	5/24/2025
Donald Ross	Bartlett	TN	38133	United States	5/24/2025
Emily Singer	Antioch	TN	37013	United States	5/24/2025
Christine Keri	Memphis	TN	38135	United States	5/24/2025
Christina Kopera	Lugoff	SC	29078	United States	5/24/2025
Michelle Russell	Nashville	TN	37217	United States	5/24/2025
Patricia Patrick	Nashville	TN	37204	United States	5/24/2025
Kelli Allen	Memphis	TN	38118	United States	5/24/2025
Kay Harber	Memphis	TN	38134	United States	5/24/2025
Rachel Melanson	Bartlett	TN	38133	United States	5/24/2025
Megan James	Memphis	TN	38135	United States	5/24/2025
Jenna McCommon	Memphis	TN	38125	United States	5/24/2025
tracy Culley	Nashville	TN	37217	United States	5/24/2025
Marianna Griffin	Memphis	TN	38133	United States	5/24/2025
Gladys Aldridge	Collierville	TN	38017	United States	5/24/2025
Katherine Sanchez	Jackson	TN	38305	United States	5/24/2025
Hope Henderson	Memphis	TN	38002	United States	5/24/2025
Nathan Harris	Memphis	TN	38115	United States	5/24/2025
Lanie Boyd	Memphis	TN	38135	United States	5/24/2025
Joan Crigger	Bowie	MD	20720	United States	5/24/2025
Joseph Alsobrook	Memphis	TN	38117	United States	5/24/2025
Anna Webster	Memphis	TN	38122	United States	5/24/2025
Tanya Perez	Memphis	TN	38133	United States	5/24/2025
Kristy Corzine	Bartlett	TN	38134	United States	5/24/2025
Terri Himelrick	Bartlett	TN	38135	United States	5/24/2025
Katlin Bramlett	Cordova	TN	38133	United States	5/24/2025
Rosemarie Mccort	Memphis	TN	38135	United States	5/25/2025
Rachel Scarlett	Memphis	TN	38118	United States	5/25/2025
Lisa Snipes	Arlington	TN	38002	United States	5/25/2025
Nicki Slayton	Memphis	TN	38002	United States	5/25/2025

Rebecca Black	Memphis	TN	38115 United States	5/25/2025
Karen Islas	Benito Juarez		3500 Mexico	5/25/2025
Soraya Tedford	Memphis	TN	38115 United States	5/25/2025
Diane Adkerson	Memphis	TN	38115 United States	5/25/2025
Keli Loveland	Bartlett	TN	38135 United States	5/25/2025
Brandon Hill	Bozeman	MT	59715 United States	5/25/2025
Christy Stricklin	Bartlett	TN	38135 United States	5/25/2025
Guadalupe Montiel	Bartlett	TN	38134 United States	5/25/2025
Karren McIntire	Bartlett	TN	38135 United States	5/25/2025
Kim Graves	Bartlett	TN	381133 United States	5/25/2025
Alyssa Davis	St Louis	MO	63143 United States	5/25/2025
David Mabe	Bartlett	TN	38133 United States	5/25/2025
Colin Mann	Arlington	TN	38002 United States	5/25/2025
Rebecca Johnson	Memphis	TN	38133 United States	5/25/2025
Joan W Freeman	Memphis	TN	38135 United States	5/25/2025
Niyoka Meacham	Nashville	TN	37204 United States	5/25/2025
Kelsey Kiernozek	Walls	MS	38680 United States	5/25/2025
Rachel Walton	Bartlett	TN	38002 United States	5/25/2025
Brittany Buyer	Bartlett	TN	37133 United States	5/25/2025
Jenilee Mann	Memphis	TN	38128 United States	5/25/2025
Colleen Caughron	Arlington	TN	38002 United States	5/25/2025
Kayla Barton	Bartlett	TN	38135 United States	5/25/2025
Jennifer trippett	Memphis	TN	38115 United States	5/25/2025
Sandy Kilgore	Memphis	TN	38115 United States	5/25/2025
Michael Mabe	Chattanooga	TN	37401 United States	5/25/2025
Ronald Grassette	Bartlett	TN	38022 United States	5/25/2025
Anthony McManus	Memphis	TN	38122 United States	5/25/2025
Elyse Moore	Memphis	TN	38135 United States	5/25/2025
Nicole Blaylock	Bartlett	TN	38134 United States	5/25/2025
Sara Guasco	Memphis	TN	38135 United States	5/25/2025
Melanie Busch	Memphis	TN	38125 United States	5/25/2025
Mandy Moore	Memphis	TN	38135 United States	5/25/2025
Nevi Gokturk	Memphis	TN	38118 United States	5/25/2025

Allison Williams	Memphis	TN	38101	United States	5/25/2025
Courtney Carr	Bartlett	TN	38133	United States	5/25/2025
Heba Rasul	Cordova	TN	38018	United States	5/25/2025
Glenda Krug	Bartlett	TN	38133	United States	5/25/2025
Jan hockaday	bartlett	TN	38135	United States	5/25/2025
Debra James	Memphis	TN	38125	United States	5/25/2025
Karen Conlon	Foley	AL	36535	United States	5/25/2025
Brenda Hutchens	Olive Branch	MS	38654	United States	5/25/2025
Phillip Logan	Memphis	TN	38134	United States	5/25/2025
Ashley Wilkins	Collierville	TN	38017	United States	5/25/2025
Laynie Pylant	Knoxville	TN	37920	United States	5/25/2025
Chris Bryan	Memphis	TN	38134	United States	5/25/2025
Novette Lewis	Nashville	TN	37217	United States	5/25/2025
Cathy Schumacher	Collierville	TN	38017	United States	5/25/2025
Melony Duggin	Bartlett	TN	38002	United States	5/25/2025
Becky LaRochele	Bartlett	TN	38002	United States	5/25/2025
Ronnie Rawdon	Memphis	TN	38135	United States	5/25/2025
Gloria Pearson	Lancaster	PA	17601	United States	5/25/2025
Beth Collins	Bartlett	TN	38134	United States	5/25/2025
Brandy Maya	Knoxville	TN	37995	United States	5/26/2025
Johnny CRAWLEY	Gretna	LA	70056	United States	5/26/2025
Luis Plascencia	Cordova	TN	38016	United States	5/26/2025
Valeria Balderas	Arlington	TN	38002	United States	5/26/2025
Brandi Tapley	Memphis	TN	38128	United States	5/26/2025
Margaret caldwell Mrs	Memphis	TN	38135	United States	5/26/2025
Brenda Cartwright	Arlington	TN	38002	United States	5/26/2025
Rick Haumesser	Murfreesboro	TN	37130	United States	5/26/2025
Lauren Williams	Bartlett	TN	38134	United States	5/26/2025
William McCormack	BARTLETT	TN	38134	United States	5/26/2025
Cynthia Whitworth	Memphis	TN	38133	United States	5/26/2025
Marlon West	Memphis	TN	38133	United States	5/26/2025
Amie Harper	Memphis	TN	38135	United States	5/26/2025
Stella Marise	Bartlett	TN	38134	United States	5/26/2025

Sara Thompson	Memphis	TN	38133	United States	5/26/2025
Grace Henderson	Arlington	TN	38002	United States	5/26/2025
Shirley Nails	Bartlett	TN	38133	United States	5/26/2025
Anita Henderson	Memphis	TN	38135	United States	5/26/2025
Kaiden D		GA	31069	United States	5/26/2025
Richard Warren	Memphis	TN	38133	United States	5/26/2025
Cynthia McGehee	Knoxville	TN	37920	United States	5/26/2025
Akong Ndingwan	Memphis	TN	38115	United States	5/26/2025
Teresa Poston	Bartlett	TN	38134	United States	5/26/2025
Elizabeth Hunt	Memphis	TN	38118	United States	5/26/2025
Rob Dyer	Bartlett	TN	38134	United States	5/26/2025
Randall Baldock	Bartlett	TN	38135	United States	5/26/2025
Jo Tinker	Jackson	TN	38305	United States	5/26/2025
Tiffany Kang	Memphis	TN	38135	United States	5/26/2025
Debra Ross	Collerville	TN	38017	United States	5/26/2025
Kesha Covington	Memphis	TN	38128	United States	5/26/2025
Alicia Santos	Bartlett	TN	38135	United States	5/26/2025
Carolyn Lee	Memphis	TN	38101	United States	5/26/2025
Pat Joyner	Memphis	TN	38135	United States	5/26/2025
Kadie Lancaster	Millington	TN	38053	United States	5/26/2025
Olivia Roman	Memphis	TN	38117	United States	5/27/2025
Julie Pittman	Lakeland	TN	38002	United States	5/27/2025
Autumn Hearn	Antioch	TN	37013	United States	5/27/2025
Robert Prestridge	West Memphis	AR	72301	United States	5/27/2025
Michelle Short	Bartlett	TN	38135	United States	5/27/2025
Keith Matthews	Marion	AR	72364	United States	5/27/2025
Lori Fili	Memphis	TN	38118	United States	5/27/2025
Melissa McLeellan	Memphis	TN	38135	United States	5/27/2025
Hannah Monahan	Memphis	TN	38118	United States	5/27/2025
Melita Pitts	Memphis	TN	38128	United States	5/27/2025
Kelly Spendlove	Memphis	TN	38133	United States	5/27/2025
Julia Mathis	Bartlett	TN	38002	United States	5/27/2025
Tuck Williams	Nashville	TN	38058	United States	5/27/2025

Kelli Bradshaw	Chicago	IL	60602 United States	5/27/2025
Donna Stephenson	Memphis	TN	38133 United States	5/27/2025
Gregory Presley	Bartlett	TN	38133 United States	5/27/2025
Jamie Robinson	Memphis	TN	38135 United States	5/27/2025
Tammy Keller	Millington	TN	38053 United States	5/27/2025
Amanda Kutz	Olive Branch	MS	38654 United States	5/27/2025
Tina Johnson	Memphis	TN	38134 United States	5/27/2025
Brittany Dinwiddie	Arlington	TN	38002 United States	5/27/2025
Angela Kutz	Memphis	TN	38128 United States	5/27/2025
Brian Burrage	Bartlett	TN	38135 United States	5/27/2025
Lisa Madison	Memphis	TN	38134 United States	5/27/2025
William Keys	Cordova	TN	38018 United States	5/27/2025
Ariel Wheeler	Bartlett	TN	38135 United States	5/27/2025
lisa barbieri	Memphis	TN	38135 United States	5/27/2025
Dalla Burton	Bartlett	TN	38133 United States	5/27/2025
Kristin McKendry	Memphis	TN	38125 United States	5/27/2025
Henry Wilkerson	Memphis	TN	38135 United States	5/27/2025
Vicki Nix	Bartlett	TN	38133 United States	5/27/2025
Morgan Merriman	Nashville	TN	37204 United States	5/27/2025
Reagan Runyon	Memphis	TN	38133 United States	5/27/2025
Lauren Gable	Bartlett	TN	38134 United States	5/27/2025
Leslie Randolph	Virginia Beach	VA	23464 United States	5/27/2025
Mandie Scott	Cottonwood	AL	36320 United States	5/27/2025
Laniece Christopher	Memphis	TN	38116 United States	5/27/2025
Chris Deje	Memphis	TN	38135 United States	5/27/2025
Ledger Sprague	Clarksville	TN	37043 United States	5/27/2025
James Burnett	Olive Branch	MS	38654 United States	5/27/2025
Joshua Webb	Memphis	TN	38135 United States	5/27/2025
Joel Crupie	Memphis	TN	38120 United States	5/27/2025
Selena Ghazali Ballard	Memphis	TN	38134 United States	5/27/2025
Jonna Martin	Cordova	TN	38018 United States	5/27/2025
James McDaniel	Cordova	TN	38016 United States	5/27/2025
Josh Kendall	Memphis	TN	38135 United States	5/27/2025

Jenna Rousseau	Bartlett	TN	38002 United States	5/27/2025
Tammy Hill	Bartlett	TN	38134 United States	5/27/2025
Susan Wakham	Memphis	TN	38134 United States	5/28/2025
Darione Merritt	Memphis	TN	38018 United States	5/28/2025
Lella Morrow	Arlington	TN	38002 United States	5/28/2025
Kristin Diehl	Bartlett	TN	38134 United States	5/28/2025
Christian Bell	Horn Lake	MS	38637 United States	5/28/2025
Collin Kutz	Bartlett	TN	38002 United States	5/28/2025
John Tzefakes	Warner Robins	GA	31088 United States	5/28/2025
Rachel Ciaramitaro	Cordova	TN	38018 United States	5/28/2025
Florence Brown	Cordova	TN	38018 United States	5/28/2025
Richard Best	Moncks Corner	SC	29461 United States	5/28/2025
Desta Owens	Memphis	TN	38133 United States	5/28/2025
Rosemary Gaynier	Bartlett	TN	38135 United States	5/28/2025
Mark Wakham	Memphis	TN	38104 United States	5/28/2025
Rachel Williams	Memphis	TN	38115 United States	5/28/2025
Joseph adkerson	Bartlett	TN	38002 United States	5/28/2025
Robyn Meredith	Memphis	TN	38116 United States	5/28/2025
Charlotte Gooch	Bartlett	TN	38134 United States	5/28/2025
June Morgan	Germentown	TN	38138 United States	5/28/2025
Sharon Maclin	Bartlett	TN	38002 United States	5/28/2025
Tyler Jackson	Ola	AR	72853 United States	5/28/2025
Hilary Lowrance	Memphis	TN	38133 United States	5/28/2025
Anton Velez	Memphis	TN	38116 United States	5/28/2025
David Motta	Bartlett	TN	38135 United States	5/28/2025
Lynn Veksler	Germentown	TN	38138 United States	5/28/2025
Ariel Reynoso	Bartlett	TN	38135 United States	5/28/2025
Jack Griffith	Bartlett	TN	38134 United States	5/29/2025
William Dalrymple	Arlington	TN	38002 United States	5/29/2025
Austin ODell	Memphis	TN	38134 United States	5/29/2025
Ashley Oquendo	Memphis	TN	38118 United States	5/29/2025
Bradford Carlisle	MSarah	MS	38665 United States	5/29/2025
Jacquelyn Stewart	Bartlett	TN	38135 United States	5/29/2025

James Janssen	Collierville	TN	38017	United States	5/29/2025
Angie Janssen	Memphis	TN	38117	United States	5/29/2025
Deborah Milton	Memphis	TN	38134	United States	5/29/2025
Liv Walt	Mason	TN	38049	United States	5/29/2025
P.V. Short	Bartlett	TN	38135	United States	5/29/2025
Kellen Lancer	Memphis	TN	38119	United States	5/29/2025
Anne Reeman	Cordova	TN	38018	United States	5/29/2025
Jann Mayes	Memphis	TN	38103	United States	5/29/2025
Rebekah Raines	Memphis	TN	38133	United States	5/29/2025
Michael Molder	Memphis	TN	38133	United States	5/29/2025
Betty Thorne	Bartlett	TN	38134	United States	5/29/2025
Judy Payne	Arlington	TN	38002	United States	5/29/2025
Penny Bichi	Memphis	TN	38135	United States	5/29/2025
Victoria Buzzanga	Clarksville	TN	37042	United States	5/29/2025
Mike Shuck	Millington	TN	63456	United States	5/29/2025
Marie Goldman	Bartlett	TN	38002	United States	5/29/2025
Autumn Allen	Bartlett	TN	38135	United States	5/29/2025
Louis Graves	Bartlett	TN	38135	United States	5/29/2025
Ashley Heath	Bartlett	TN	38135	United States	5/29/2025
Linda Lucatelli-Lewis	Bartlett	TN	38135	United States	5/29/2025
Jack Lewis	Bartlett	TN	38135	United States	5/29/2025
Bryan Obi	Carrollton	TX	75007	United States	5/29/2025
Shelley Hanrahan	Bartlett	TN	38002	United States	5/29/2025
Mary Cook	Memphis	TN	38133	United States	5/29/2025
Brenda Boston	Memphis	TN	38133	United States	5/29/2025
Patricia Wiegosz	Arlington	TN	38002	United States	5/29/2025
Robert Austin	Memphis	TN	38127	United States	5/29/2025
Bennett Borboa	Fresno	CA	95823	United States	5/30/2025
Charlotte Potter	Memphis	TN	38134	United States	5/30/2025
Jasmine Smith	Rossville	TN	38066	United States	5/30/2025
Robyn Stone	Cordova	TN	38018	United States	5/30/2025
Dillon Hoffman	Memphis	TN	38135	United States	5/30/2025
Kim Webb	Bartlett	TN	38135	United States	5/30/2025

Sharon Krug	Hendersonville	TN	37075 United States	5/30/2025
Savannah Caldera	Memphis	TN	38135 United States	5/30/2025
SANDRA COLE	Bossier City	LA	71111 United States	5/30/2025
Kimberly Feldmayer	Bartlett	TN	38002 United States	5/30/2025
Madison Hammonds	Memphis	TN	38118 United States	5/30/2025
Benita McNeer	Memphis	TN	38118 United States	5/30/2025
Susan Guess	Bartlett	TN	38134 United States	5/30/2025
Elisabeth Wiley Lisco	Louisville	KY	40214 United States	5/30/2025
Audra Williams	Millington	TN	38053 United States	5/30/2025
Samantha Price	Memphis	TN	38128 United States	5/30/2025
Ashley Daniel	Bartlett	TN	38134 United States	5/30/2025
Diana Cedron	Bartlett	TN	33138 United States	5/30/2025
Sean Michael	Memphis	TN	38135 United States	5/30/2025
Beth Mogridge	Memphis	TN	38135 United States	5/30/2025
Michelle Follis	Memphis	TN	38134 United States	5/30/2025
Linda Screws	Memphis	TN	38135 United States	5/30/2025
Kevin Valtier	Bartlett	TN	38135 United States	5/30/2025
Norma Wright	Murfreesboro	TN	37130 United States	5/30/2025
Whitney Avery	Memphis	TN	38134 United States	5/30/2025
Charles Wright	Bartlett	TN	38135 United States	5/31/2025
Rebecca Spivey	Cordova	TN	38016 United States	5/31/2025
Brendan Mosley	Memphis	TN	38101 United States	5/31/2025
Lisa King	Snellville	GA	30078 United States	5/31/2025
James Waller	BARTLETT	TN	38134 United States	5/31/2025
Hollann Belton	Bartlett	TN	38135 United States	5/31/2025
James Beach	Memphis	TN	38133 United States	5/31/2025
Tina Bevis	Bartlett	TN	38135 United States	5/31/2025
Kayla Scates	Knoxville	TN	37921 United States	5/31/2025
CLYDE SHARPE	Cordova	TN	38018 United States	5/31/2025
Tracey Russell	Collierville	TN	38017 United States	5/31/2025
Kelsey Vazquez	Memphis	TN	38115 United States	5/31/2025
Brandon Robinson	Bartlett	TN	38135 United States	5/31/2025
Mary Bader	Memphis	TN	38133 United States	5/31/2025

William Wilson	Bartlett	TN	38134	United States	5/31/2025
Leslie Lumpkin	Memphis	TN	38133	United States	5/31/2025
Leslie Pitts	Moscow	TN	38057	United States	5/31/2025
Leslie Gillespie	BARTLETT	TN	38134	United States	5/31/2025
Amanda Hawkins	Bartlett	TN	38133	United States	5/31/2025
Holly Sannes	Millington	TN	38053	United States	5/31/2025
Wanda Hawkins	Memphis	TN	38133	United States	5/31/2025
Contessa Vaughn	Bartlett	TN	38135	United States	5/31/2025
Nancy Gomez	Olive Branch	MS	38654	United States	5/31/2025
D R	Munford	TN	38058	United States	5/31/2025
Jessica Smith	Memphis	TN	38133	United States	5/31/2025
Jabina Harris	Gallatin	TN	37066	United States	5/31/2025
Jennifer Ditto	Memphis	TN	38135	United States	5/31/2025
Deborah Atkins	Bartlett	TN	38134	United States	5/31/2025
Andre George II	Arlington	TN	38002	United States	5/31/2025
Troy Price	Decatur	GA	30033	United States	6/1/2025
David Cotton	Memphis	TN	38112	United States	6/1/2025
Richard Jones	Memphis	TN	38128	United States	6/1/2025
Maria Avila	Tucson	AZ	85716	United States	6/1/2025
Sylvia Moore	Bartlett	TN	38135	United States	6/1/2025
Carolina Saenz	Memphis	TN	38135	United States	6/1/2025
Robert Eric Reeves	Bartlett	TN	38133	United States	6/1/2025
Jackie Laster	Bartlett	TN	38002	United States	6/1/2025
Audrey Y Moore	Bartlett	TN	38133	United States	6/1/2025
Elizabeth Hendricks	Bartlett	TN	38133	United States	6/1/2025
Elizabeth Hirschneider	Bartlett	TN	38133	United States	6/1/2025
Carol Osbahr Pike	Cordova	TN	38016	United States	6/1/2025
Glenda Washam	Memphis	TN	38134	United States	6/1/2025
Shawn Clement	Bartlett	TN	38134	United States	6/1/2025
Gregg Throneberry	Bartlett	TN	38135	United States	6/1/2025
Christina Starnes	Bartlett	TN	38133	United States	6/1/2025
Pam Bruckman	Memphis	TN	38128	United States	6/1/2025
Megan Lloyd	Memphis	TN	38106	United States	6/1/2025

Peter Hartz	Arlington	TN	38002	United States	6/1/2025
Jerome hill	germantown	TN	38138	United States	6/1/2025
Chris Chamoun	Bartlett	TN	38135	United States	6/1/2025
Shirley Davis	Trinity	NC	27370	United States	6/1/2025
DELBA Samuels	Bartlett	TN	38135	United States	6/2/2025
Barbara Coleman	Memphis	TN	38128	United States	6/2/2025
Kimberly McQuestion	Memphis	TN	38134	United States	6/2/2025
Kirsten Desiderio	Bartlett	TN	38134	United States	6/2/2025
Janice Tuggle	Memphis	TN	38133	United States	6/2/2025
Breanna Thompson	Hughes	AR	72348	United States	6/2/2025
Hannah Hall	Nashville	TN	37215	United States	6/2/2025

Melissa McAfee

From: Kim Taylor
Sent: Thursday, May 29, 2025 3:02 PM
To: Melissa McAfee
Subject: FW: [External]Concerns about Proposed Union Depot #2

Kimberly Taylor | Director of Planning and Economic Development
6382 Stage Road • Bartlett, TN 38134
office (901) 385-6417 • mobile (901) 734-8003



From: Sturgell . <jimmindy@hotmail.com>
Sent: Wednesday, May 28, 2025 6:19 PM
To: Kim Taylor <ktaylor@cityofbartlett.org>
Subject: [External]Concerns about Proposed Union Depot #2

WARNING

This email originated from outside of The City of Bartlett. **Do not click links or open attachments unless you recognize the sender and know that the content is safe.**

Planning Director Kim Taylor,

As residents of Bartlett, we urge you and other city officials to cautiously consider the long-term effects and possibly unforeseen consequences of a second Union Depot development across from the current one.

Building **two high-density housing developments** literally across the street from each other could have a devastating effect on area traffic and accidents, particularly at the already busy intersections of Stage/Highway 64 and Stage/Kirby-Whitten. The coming gridlock will affect the entire city. With this in mind, we have a few questions:

1. Was a traffic study done for the current Union Depot development? How can we access it?
2. Has a new traffic study been done for the proposed development?
3. If not, will it be done before the Board of Mayor and Aldermen vote on granting the permit?

We look forward to hearing from you.

Best Regards,

Jim and Mindy Sturgell
3100 Briarly Lane, Bartlett

Melissa McAfee

From: Kim Taylor
Sent: Monday, June 2, 2025 8:13 AM
To: Melissa McAfee
Subject: FW: [External]Union Station 2nd development

Kimberly Taylor | Director of Planning and Economic Development
6382 Stage Road • Bartlett, TN 38134
office (901) 385-6417 • mobile (901) 734-8003



From: PAM VAUGHN <pamavaughn@comcast.net>
Sent: Sunday, June 1, 2025 7:43 PM
To: Kim Taylor <ktaylor@cityofbartlett.org>
Cc: Danabwilliamson@comcast.net
Subject: [External]Union Station 2nd development

WARNING

This email originated from outside of The City of Bartlett. **Do not click links or open attachments unless you recognize the sender and know that the content is safe.**

I'm very angry and disappointed that the Bartlett Planning Commission would even consider giving the developers a permit to build ANOTHER high density development when they haven't finished or occupied much of the 1st development. We don't know what the infrastructure burden is going to be from Union Station 1, much less double the effect from another such development. In fact, you don't even know whether the City of Memphis will take the sewage from it. We don't know what effect Bartlett will experience with our roads, schools, traffic, etc. In fact, until the developers get more done on the 1st Union Station, we don't know whether they will do what has been promised to the nearby neighbor hoods.

The residents of Bartlett -- the taxpayers of Bartlett -- are owed consideration. We are asking that you at least delay approval of another massive development until they can finish the 1st one and get it occupied!!!

Thanks for your consideration.

Pam Vaughn

901-377-6683

Municipal Planning Commission

Minutes

Monday, June 2, 2025 – 6:30 p.m.

The Bartlett Planning Commission (PC) met in the City Hall Assembly Chamber on Monday, May 5, 2025 at 6:30 p.m. for a regularly scheduled meeting.

The following members were present:

David Hunt
Jack Young, Alderman
Paul Kaiser, Chairman
Jim Lamb, Vice Chairman
Ken Demetriou
James Reid
Don Conway
John Conroy

The following members were absent:

Greg Easton

The following staff/advisors were present: Kim Taylor, Director of Planning; Sam Harris, Senior Planner; Leslie Brock, Planner; Melissa McAfee, Administrative Secretary; Trey Arthur, Director of Code Enforcement; Erin Cambell, Assistant Director of Engineering; John Horne, Director of Engineering; Craig Jones, Deputy Fire Marshal; Howard McNatt, Fire Marshal; Ed McKenney, City Attorney

Alderman Jack Young opened the meeting with prayer.

The Pledge of Allegiance to the flag of the United States of America was recited.

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

Approval of Minutes of the May 5, 2025 meeting:

Jack Young made a motion to approve the minutes of the Monday, May 5, 2025 meeting as submitted. David Hunt seconded the motion. Roll Call Vote: David

Hunt, Jim Lamb, Ken Demetriou, Jack Young, James Reid, Don Conway, and Paul Kaiser voted Yes. John Conroy abstained. Motion carries.

NEW BUSINESS

Public Hearing

Special Use Permit

1. Vehicle Repair, 6390 Summer Avenue (David Bray, The Bray Firm)

*****No Public Hearing. The application has been withdrawn by the applicant.*****

2. Union Depot Planned Development 1st Addition, Northeast Corner of Highway 70 and Highway 64 (Michelle Ye, DT design studio)

INTRODUCTION: Planning Director Kim Taylor introduced the application for Michelle Ye, with DT Design Studio, who is requesting Planning Commission approval of a favorable recommendation for a Special Use Permit to allow a Residential Mixed Use Development. The subject property is located at the northeast corner of Highway 70 and Highway 64. The subject property is within the "SC-1" Planned Unit Commercial Zoning District.

BACKGROUND: The subject property is 34.2 acres of vacant property. In 2019, the City of Bartlett added the Residential Mixed Use Overlay District to Article VI, Section 29 of the Bartlett Zoning Ordinance. The Residential Mixed Use is a site specific special use intended to allow residential uses with mixed uses including commercial and office developments in buildings of two or more stories. The Residential Mixed Use shall be applied for as a Special Use Permit that will be reviewed by the Planning Commission, requiring the final action of the Board of Mayor and Aldermen. The Special Use Permit for the Residential Mixed Use may be allowed in office zoning districts, commercial zoning districts, and residential zoning districts where existing commercial and office zoning directly abuts residential zoning or on lots with combination zoning that includes residential zoning along with commercial, and/or office zoning, and having major and/or minor road frontage. In December 2021, the Board of Mayor and Aldermen approved a Special Use Permit to allow for the submittal of development plans for a Residential Mixed Use Planned Development on the 73.9 acres that was the former site of the Tennessee Baptist Children's Home and is located across Highway 70 from the subject property.

DISCUSSION: The specific request by the applicant is for the Planning Commission approval of a favorable recommendation for a Special Use Permit to allow a Residential Mixed Use Development on the subject property located at the northeast corner of Highway 70 and Highway 64. According to Article VI, Section 29 of the Bartlett Zoning Ordinance, a Special Use Permit is required to move forward with submitting development plans for a Residential Mixed Use Development. The surrounding Zoning Districts are "SC-1" Planned Unit Commercial Development to the north, City of Memphis Commercial to the south, and "RS-10" Single Family Residential to the east, and "C-H" Highway Business Commercial and "O-R-1" Neighborhood Office with a Residential Mixed Use (RMU) Special Use Permit to the west. The surrounding uses include: residential, pest control business, veterinary clinic, child care center, restaurants, multi-tenant retail, bank, and gas station convenience store. The proposed conceptual scenarios are as follows:

Scenario A			
District	Use	Acreage	Units
1	Commercial and Lofts	8.6	225
2	Commercial	9.5	N/A
2	Flats	9.0	275
			500
District	Use	Acreage	% Total Site Area
1, 2	Greenspace	7.1	21%

Scenario B			
District	Use	Acreage	Units
1	Commercial and Lofts	8.6	225
2	Commercial	2.1	N/A
2	Flats	15.0	385
			610
District	Use	Acreage	% Total Site Area
1, 2	Greenspace	8.5	25%

*Townhomes may substitute some of the Flats in District 2.

Recommendation: Approval of a favorable recommendation to the Board of Mayor and Aldermen with conditions.

Engineering Conditions:

General:

- 1) A Subdivision Contract will be required to cover all associated fees and bond.
- 2) Existing blue-line stream shall be shown on survey.
- 3) All new utilities shall be underground.

Stormwater:

- 4) A HECRAS hydraulic drainage study shall be submitted to the Engineering Department for review of the existing blue line stream conditions and Flood Plain, and to insure that adequate detention is provided. Full detention calculations will be required.
- 5) In accordance with the Stormwater Ordinance, the Blue line stream passing through the Site to the northeast will require a 90' buffer (160 acres) on both sides of the stream. This may be reduced, depending on the results of the HECRAS Study mentioned above.
- 6) This Site may require a Sedimentation basin, per TDEC requirements, during construction.
- 7) Minimum finished floor shall be set for lots with close proximity to the stream.
- 8) An ARAP Permit may be required by TDEC where the proposed road will necessitate stream modification.

Sewer

- 9) Sewer connections on existing mains shall show size and capacity of downstream gravity lines for accurate capacity calculations within lines. Sewer design shall meet the requirements of both Bartlett and Memphis or provide alternatives acceptable to service site adequately.
- 10) Hydraulic sewer calculations should be sent to the City of Memphis to receive a letter of availability. A copy of this letter should be sent to the City of Bartlett Engineering Department.
- 11) Regarding the existing 10" sewer line on the property, the Developer may have to remediate/repair/replace sections of this sewer line in order to accommodate the proposed sewer flows from the development.

Water

- 12) The Developer shall provide building material and construction types to Fire Marshall so an accurate determination of Fire Flow requirements can be made.
- 13) Depending on finished floor elevations and number of stories, fire flows may be challenging on this site. A 12" extension may be needed through the site as well, connecting the existing 12" on US 70 to the existing 12" on US 64. Because of this:

- a. The Developer may have to bore across HWY 70 for water extension. A TDOT permit will be required.
 - b. The Developer may have to bore across HWY 64 for water extension. A TDOT permit will be required and possible lane closure. (Water main is located in middle of sidewalk).
 - c. The Developer may have to extend 12" water across portions HWY 64 frontage.
- 14) Some multiple story units may require private water distribution pumps to insure minimum operating pressures are maintained for buildings over two stories.

Transportation

- 15) A ROW dedication of 57' will be required on US 70. An additional lane may be required on one or both sides of US 70 if the traffic study indicates a need for additional capacity in order to maintain an acceptable level of service (LOS), from US 64 and the north property line of this development.
- 16) A traffic study will be required for future submittals.
- 17) Access points to US 70 shall have proven acceptable site distance or be limited to right-in-right-out. The northern access may not be needed as most vehicles in the development will be funneled to the main Union Depot Dr. signal.
- 18) All necessary pedestrian and vehicular phases need to be added to the US 70 Traffic Signal to accommodate the additional leg of the intersection, including poles, mast arms, pedestrian signals, signal heads, signs, striping, and all ADA requirements. The Signal should be re-timed to account for expected traffic, but the left and right-turn lanes should be sufficient enough for some stacking, so that US 70 traffic is not frequently stopped during peak traffic times. Right turners onto eastbound 70 should be allowed to turn right on red without actuating the signal, by incorporating a significant delay and/or excluding the right-turn lane from vehicle detection.
- 19) US 64 Roadwork will need to be agreed upon by Memphis, TDOT, and Bartlett as this portion of the work is within the corporate limits of Memphis. Sidewalks will be required in the right-of-way for ADA accessibility and for use by all users.
- 20) Memphis has indicated that a signal will not be allowed at the proposed intersection, but rather at the intersection of US 64 and Van Der Veer, in order to serve the neighborhood on the south side of US 64. Memphis will determine the details of the traffic signal as it will be in their jurisdiction, but TDOT and Bartlett will review and agree as well.
- 21) Memphis, TDOT, and Bartlett will need to review and agree on driveway locations. Fewer driveways and no additional median cuts will be safer for the public. The one proposed on US 64 at the eastern end of the property on scenario A is not needed if there is one at Van Der Veer.
- 22) Option B, on page 15, shows the potential for on-street parallel parking, but doesn't show where on site this parking will be located. On-street parking should meet the requirements for minimum width, and shall be outside of public ROW, especially with a narrowed ROW width. Vehicles should be able

to pass through the main drive without being hindered by parked vehicles and should never need to cross over the centerline to go around parked vehicles.

- 23) Option C, on page 16, shows the potential for on-street parallel parking, but doesn't show where on site this parking will be located. No parking will be allowed within public ROW.
- 24) The minimum speed limit by ordinance in Bartlett is currently 30 MPH. However a speed limit of 20 mph was allowed in Union Depot and the same speed limit will be allowed here. A signage plan will be required.
- 25) The Property owners association (POA) shall be responsible for maintaining the middle of the roundabout.
- 26) Design of the roundabout must meet ADA requirements.
- 27) Roads shall be clearly labeled as private or public. Service drives that are set with an inverted crown will need to be private.
- 28) The Valley Gutter Detail supplied must match the previously approved one used in Union Depot.
- 29) Signage plans shall be submitted, public signs must meet MUTCD, private signs should also. This includes decorative sign posts, a note shall be added to plans for who is responsible to buy/install/maintain them in the future if they are not our standard.

Planning Comments:

1. The existing underlying zoning allows for the applicant to develop a five story commercial building located five feet off the property line from the adjacent "SC-1" commercial zoned property with no public notice required through a standard site plan process approved by the Planning Commission.
2. The applicant will have five years from the date of the approval of the Special Use Permit for the Residential Mixed Use Development to record the final plat for subdivision of the subject property, or to obtain site plan approval and a current building permit should no subdivision of land be necessary. Otherwise, the underlying zoning will apply to any future development of the property.

Planning Conditions:

1. The applicant shall show in the future development submittals that the proposed density will not exceed the available sewer and water capacity, and the proposed location and intensity of the land use should not cause traffic congestion or preclude the amenities of good housing.
2. Should the Special Use Permit be approved by the Board of Mayor and Aldermen, the applicant shall submit a Master Plan with Outline Plan, Construction Plan, and Final Plan with Outline Plan to the Planning

Commission, and Site Plan applications for approval by the Planning Commission and Design Review Commission.

3. The applicant should include a phasing plan for the development with the Master Plan submittal with the intent that Construction Plans, Final Plans, and Site Plans will follow in coordination with each phase.
4. The applicant shall be present at the corresponding Board of Mayor and Aldermen meetings to make decisions relative to any changes that maybe suggested by the Board of Mayor and Aldermen.
5. 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.

Chairman Kaiser called for questions from the PC for Director Taylor. Hearing none.

Chairman Kaiser asked if the applicant is present.

Developer Keith Grant, Blue Sky Communities Inc., 177 Crescent Drive, Collierville, TN 38017, stepped forward.

Mr. Grant stated that he will wait to speak until after the public hearing in order to address any concerns.

Administrative Secretary Melissa McAfee read two letters of opposition received by the Planning department into the record.

Jim and Mindy Sturgell, 3100 Briarly Lane:

Planning Director Kim Taylor,

As residents of Bartlett, we urge you and other city officials to cautiously consider the long-term effects and possibly unforeseen consequences of a second Union Depot development across from the current one.

Building **two high-density housing developments** literally across the street from each other could have a devastating effect on area traffic and

accidents, particularly at the already busy intersections of Stage/Highway 64 and Stage/Kirby-Whitten. The coming gridlock will affect the entire city. With this in mind, we have a few questions:

1. Was a traffic study done for the current Union Depot development?
How can we access it?
2. Has a new traffic study been done for the proposed development?
3. If not, will it be done before the Board of Mayor and Aldermen vote on granting the permit?

We look forward to hearing from you.

Best Regards,

Jim and Mindy Sturgell

3100 Briarly Lane, Bartlett

Pam Vaughn, 6919 Hedgewood Lane:

I'm very angry and disappointed that the Bartlett Planning Commission would even consider giving the developers a permit to build ANOTHER high density development when they haven't finished or occupied much of the 1st development. We don't know what the infrastructure burden is going to be from Union Station 1, much less double the effect from another such development. In fact, you don't even know whether the City of Memphis will take the sewage from it. We don't know what effect

Bartlett will experience with our roads, schools, traffic, etc. In fact, until the developers get more done on the 1st Union Station, we don't know whether they will do what has been promised to the nearby neighborhoods.

The residents of Bartlett -- the taxpayers of Bartlett -- are owed consideration. We are asking that you at least delay approval of another massive development until they can finish the 1st one and get it occupied!!!

Thanks for your consideration.

Pam Vaughn

The public hearing opened at 6:38 p.m.

Chairman Kaiser called for any citizen wishing to speak in favor of the Special Use Permit to come forward. Hearing none.

Chairman Kaiser called for any citizen wishing to speak against the Special Use Permit to come forward.

Phil Casebeer, 3100 Lisa Marie Cove, stepped forward.

Mr. Casebeer stated that he's been in Bartlett for 30 years now and is disappointed that the Mayor is not present at tonight's meeting. He stated that any time apartments are built, it is urban blight. He would like to see more half-million and multi-million dollar homes in Bartlett instead of apartments.

Chairman Kaiser stated that he cannot speak for the Mayor's office, but he is very responsive and always willing to talk and meet with those who reach out to him.

Tara and Joshua Samples, 8962 Pembroke Ellis Drive, stepped forward.

Ms. Samples stated that her son, Joshua, attends Little Bears Daycare, which is adjacent to the proposed development. She loves the tree canopy. Ms. Samples stated that the proposed development area floods frequently. Ms. Samples prompted Joshua to express concern that the Little Bears playground will be taken away if the proposed development is built.

John Maggipinto, 7341 Olivia Hill Drive, stepped forward.

Mr. Maggipinto expressed displeasure at the City selling the Bartlett Recreation center to the YMCA. He feels the City should have kept the Recreation Center, raise the rates, and added an outdoor pool 15 years ago. He is under the impression that Tax Increment Financing (TIF) for the proposed development would use his tax dollars to build apartments. He asked what will happen to the former Quail Ridge Golf Course property. He stated that the City should pass a law that bans renters from Bartlett because it is obvious who is renting based on the appearance of their lawn and clutter in their yard. He stated that the City does not care.

Alderman Young stated that the Mayor does not attend Planning Commission meetings, but he will certainly be present at the Board of Mayor and Aldermen meeting where this application will be given the final vote on.

Don Ross, 7820 Charbon Cove, stepped forward.

Mr. Ross stated that his children also attend Little Bears Daycare. Mr. Ross's time to speak was then cut short due to ad hominem attacks on the developer.

Helana Ross, 7820 Charbon Cove, stepped forward.

Ms. Ross stated that she is the wife of Mr. Ross and will say the things her husband intended to say. She chose Bartlett because of the community. Before her children attended Little Bears Daycare, their prior daycare fed them poison asparagus and tried to cover it up. Ms. Cindy Cromwell, owner of Little Bears, was full but decided to make room for the Ross children anyways. She spoke highly of Ms. Cromwell and of Little Bears Daycare. She is okay with single family homes being built, but not apartments.

Whitney Jensen, 7430 Shadow Run Drive, stepped forward.

Ms. Jensen stated that she was a Little Bears attendee herself as a child and now her children attend it too. She recalled fond memories of playing on the playground as a child. She chose Bartlett for the small town feel, greenery, community, and school system. She does not want to have to move to another place because the feel of the town changes. She added that we should invest in Bartlett's history.

Greg Williams, 7223 Santa Cruz Drive, stepped forward.

Mr. Williams stated that these apartments could be as close as ten feet to the property line of Little Bears Daycare. In his private practice, he comes across pedophiles. If he were to tell a pedophile that his balcony would look over a playground where children are playing ten feet away, the pedophile's eyes would light up. There is something else we can do with the property line being as close at ten feet to the daycare.

Wanda Walls, 3035 Ruskin Road, stepped forward.

Ms. Walls stated that she has lived in Bartlett for 48 years in the same house. Her children and grandchildren all attended Bartlett schools, and she is concerned about the proximity of the proposed development to the daycare. Her daughter worked at the daycare. She does not see how it could be profitable to anybody to put children in jeopardy from building something that close. No matter what is going to be built there, it is on the builder to protect the children. She spoke highly of Little Bears Daycare owner Cindy Cromwell.

Lisa Williams, 7223 Santa Cruz Drive, stepped forward.

Ms. Williams stated that she bets everyone on the Planning Commission has children and grandchildren. The safety and security of our children better come first, because we're all going to answer to God if it doesn't.

Cindy Cromwell, 8601 Highway 70 and owner of Little Bears Daycare, 6983 Highway 70, stepped forward.

Ms. Cromwell stated that she has been an Ellendale resident for almost 70 years. Her family and ancestors lived here as well. Little Bears has been here for 38 years. She presented a petition with signatures opposing the proposed development. Her concern is that she doesn't want to see a five story apartment building going up right next to her playground. No apartments or flats should be there for the safety of the children. She would not be opposed to townhomes in that location.

The public hearing closed at 7:05 p.m.

Developer Keith Grant, Blue Sky Communities Inc., 177 Crescent Drive, Collierville, TN 38017, stepped forward.

Mr. Grant stated that when Belly Acres first looked at coming out here, their representative asked why he would go to Bartlett. Mr. Grant told him that people in Bartlett love their community, it's a family-oriented community, and it's just a good place to raise your kids. The Grants have been involved in building in Bartlett for over 40 years.

Mr. Grant stated that he cares a lot about Bartlett and knows he has to consider some things as he develops within the community as well as some of the input. He then went through the project as presented to the PC:

Tonight's application is purely a conceptual plan. The Site Plan would come before the PC at a later time. Applicants are asked to submit conceptual plans with Special Use Permit applications before they move forward.

Union Depot had their grand opening a few weeks ago. Of the units that have been delivered (completely built), 80% of them are already leased. Rents are typically \$1,700 to \$2,700 per unit. The restaurant Belly Acres is also coming there. Part of the reason they're coming there, and that others are interested, is because of the walkable community. It's a lot of people that live close to each other; it's densely populated, but restaurants know that provides built-in customers for them. For the proposed union Depot 1st Addition, one of the large retailers looking at going into there has said they specifically target mixed-use developments like this one all over the country.

Chairman Kaiser asked if Mr. Grant is in agreement with comments and conditions in the staff report.

Mr. Grant answered in the affirmative.

Union Depot 1st Addition is about half the size of the original Union Depot. Part of the original is under construction right now. The Westerly just had its grand opening. Station Lofts will be started later this year, which is where Belly Acres is going. The current zoning on the subject property is SC-1, which allows by right for five story buildings. Mr. Grant clarified that he has no intention of building five story apartments here. There never was an intention of having any flats or lofts that are five stories. His intention is predominantly three stories, and if they did go to four stories, they would all be closer to the major highways, not the daycare. Currently, the property zoning allows up to five stories for offices. It also allows for retail stores, gas stations, big box retailers, and seasonal shipping containers. So you could actually set shipping containers out there on the property without any additional permits needed. All of these buildings could be located five feet off of the property line.

District 1 would contain residential lofts and complimentary amenity spaces. The ground floor would have commercial uses on some of the buildings. You would have things such as offices, medical clinics, grocery stores, food markets, pharmacies, drug stores, restaurants, retail stores, and bakeries. Bartlett needs some more restaurants. District 2 would have flats and would allow similar options to District 1, with the addition of townhomes.

Scenario A has commercial with some larger retail space in the back and two commercial spaces up front also. Right along Highway 70, you have the mixed-use with lofts and the flats back behind there. The area with the flats would be adjacent to the Little Bears property to the north, but there would be detention placed to the northside of the property to help separate the flats from the Little Bears property. Scenario B would have townhomes.

The Bartlett Zoning Ordinance requires setbacks and a landscape buffer for any adjacent residential areas, so those living in the neighborhood behind the development would have a separation of 30 feet of landscape buffer. Buildings also have to be 100 feet away from that if it's a commercial building. If it's a townhome, the setback is 50 feet. There would be large cedar trees screening

that area along with a fence. They are also proposing a fence along the northern property boundary where Little Bears Daycare property is.

Final Site Plans and landscaping will be reviewed by the City, Planning Commission, and Design Review Commission to ensure that those improvements adhere to the SUP plan and City Ordinances. There will be at least 20% greenspace, with 25% greenspace on the east side of the property. Common Open Spaces may have amenities such as hardscape plazas, pool areas, shaded structures, walking trails, open lawn areas, shade trees, and seating areas. The buildings would look very similar to what is being built across the street at the original Union Depot. In this conceptual plan, which is not a Site Plan, the closest building to Little Bears property line is 30 feet from the property line. The largest building is 90 feet away from the property line. The proposed development is shown on the conceptual plan as being 275 feet from the actual Little Bears building. Mr. Grant acknowledged that the kids at Little Bears do go out onto the property beyond staying inside the building.

Retailers do like the density of the development. Commercial developments around the country are even redeveloping some areas to residential in order to have a mixed-use development that will sustain the retail. It is also less burden on public infrastructure due to the density, which makes it much easier to maintain. A traffic study would be required before coming back with a Site Plan.

Background checks are run on all residents and cameras are installed throughout these developments. In Bartlett, all existing apartment communities are around 95% occupied, which is a normal range. You don't see them typically being 100% occupied, because there is always some turnover. Rent is an average of \$1,150 to \$1,600. That is because they are in Bartlett. The buildings have stood the test of time and been renovated over the years. Apartment maintenance is better in the municipalities.

4% of the housing inventory in Bartlett is multifamily, compared to Germantown with 8% and Collierville which is 13%. There are 2,300 rental homes in Bartlett. There are 1,100 in Germantown and 1,300 in Collierville. So, Bartlett has about the same number of rental homes as Germantown and Collierville combined. Some of that has to do with the fact that multifamily is not being offered within Bartlett. Trying to regulate renters in homes is far more difficult than someone in a single development.

Mr. Grant reiterated that they have no intention of being five stories or five feet off the property line. The conceptual plan says ten feet, but he does not see them being ten feet either.

Chairman Kaiser called for questions from the PC.

John Conroy asked what the proposed height of the purple buildings in the slideshow and conceptual plan is.

Mr. Grant stated that it would be three stories.

Ken Demetriou asked if the current Union Depot has 8% pre-sold now, or 80%.

Mr. Grant stated that what they have leased of the units that are move-in ready is 80%. They have turned over about 70 or 80 units right now and about 60 of those leased.

David Hunt asked if they had thought about waiting a period of time to see if the original Union Depot does what it claimed it would do over the years.

Mr. Grant stated that he is not really concerned about it because of what he sees occurring already. They are leasing at about 20 per month, which is pretty normal for these communities. They are seeing the rents they expected to get. They would not want to start Union Depot 1st addition until The Westerly is completely leased up and the Station Lofts are on the way to being leased up before they start this. The lofts would probably not be brought online for another three years.

James Reid made a motion to forward a favorable recommendation to the Board of Mayor and Aldermen for the Union Depot 1st Addition Residential Mixed-Use Development Special Use Permit. Jim Lamb seconded the motion. Roll Call Vote: Jim Lamb and James Reid voted Yes. John Conroy, David Hunt, Ken Demetriou, Jack Young, and Paul Kaiser voted No. Don Conway abstained. Motion fails.

Chairman Kaiser reminded the audience that tonight's vote is only a recommendation. It will still go before the Board of Mayor and Aldermen for another public hearing and the final vote.

Jim Lamb addressed the audience. He stated that we all love our Police Department, and they do a great job. The Fire Department does a great job. If we put something on the street, Public Works makes sure it goes away. To keep it that way, the City has to increase their revenue somehow. There are three basic ways it can be done: sales tax, revenue from commercial developments such as restaurants and commercial property tax, and to raise our property taxes. The Board of Mayor and Aldermen hate raising the property tax. We are not a small 2,600-person town anymore. We are at 60,000 or more citizens. We are the 10th or 11th largest city in Tennessee. If we want to continue to be that way, a desirable city, then we've got to find a way to increase that revenue to keep the City going like it is.

Final Plan

3. EGY Subdivision, 7642 Highway 70 (Christine Donhardt, The Reaves Firm)

INTRODUCTION: Director Taylor introduced the application for Christine Donhardt, with The Reaves Firm, who is requesting Planning Commission approval of a Final Plan for the EGY Subdivision. The subject property is located at 7642 Highway 70. The subject property has split zoning with the northern half being in the "RS-12" Single Family Residential Zoning District and the southern half being in the "C-H" Highway Business Zoning District.

BACKGROUND: The subject property is not a legal lot of record and is less than 4-acres (not exempt from subdivision regulations). In order to make the lot eligible for a building permit, it must be within a Planning Commission approved and legally recorded subdivision. In March 2023, the Planning Commission approved the Master Plan and Construction Plan of the EGY Subdivision.

DISCUSSION: The specific request by the applicant is for the approval of the Final Plan for the EGY Subdivision. The applicant is proposing to subdivide the existing 2.269 acre subject property into two lots. Lot 1 is proposed to be 1.226 acres, and Lot 2 is proposed to be 1.043 acres. Once Lots 1 and 2 are recorded on the plat, the applicant will re-record the plat to combine Lots 1 and 2 to create one legal lot of record that is eligible for a building permit. Access to the subdivision will be from an existing curb cut on Highway 70.

Recommendation: Approval with conditions.

Engineering Conditions:

General:

- 1) A Commercial Site Plan contract will be required and will be prepared by Engineering and submitted to the developer/engineer for review to cover the fees to be paid to the City of Bartlett.
- 2) If needed applicant/ Engineer shall provide a digital set of drawing files showing the sanitary sewer lines, drainage lines, lot lines and all improvements in AutoCAD format to dhubbard@cityofbartlett.org and ecampbell@cityofbartlett.org for use in the preparation of the Water Design Plan. This plan will be coordinated with the site design engineer to resolve any conflicts.
- 3) A SWPPP may be required and shall be submitted to TDEC and also to the City of Bartlett Engineering office.
- 4) All new utilities shall be underground.
- 5) Demolition plan shall be submitted for the existing structures with a permit from Code Enforcement. Demo should be signed off and completed before plat is recorded or any site plans are signed.
- 6) Fire protection must be approved by the City of Bartlett Fire Marshall.
- 7) Correct all markups.
- 8) Additional plat to combine both lots into one shall be added.

Utility Plan:

- 9) If any sewer cleanout is located in a paved area, then it shall comply with the detail approved by Bartlett Codes which involves a brass connections and a concrete collar.
- 10) Proposed Sewer service needs cleanout on property line.
- 11) This project is located in the Fletcher Creek Sewer Basin, if an existing sewer service cannot be found, approval will be dependent on developer receiving written approval from the City of Memphis for new sewer connection and possible sewer holding tank. Sewer tank design must be added to plan set and approval from Memphis will be required prior to City of Bartlett approval.
- 12) Tracer wire must be installed on all sewer lines, including services.
- 13) The existing water service , currently shown for irrigation, will need to be re-located out of ROW and adjusted to grade. Traffic control plan will be required along with any TDOT permits.

Erosion Control Plan:

- 14) During construction, extra care will be needed to ensure that silt is not tracked out onto US HWY 70.
- 15) EPSCs needed around detention basin.
- 16) Detention basin must be sodded after construction.

Erosion Control Details:

- 17) Metal posts with wired backed fence are required on the proposed silt fences.

Grading & Drainage Plan:

- 18) Applicant's engineer shall submit the stamped and signed detention calculations for the detention basin and show the 'pre' and the 'post' runoff for the 2, 5, 10, 25 year storms.
- 19) No drainage or outlet control structure details for detention basin are shown.
- 20) Public or Private drainage shall be stated.

Highway 70 :

- 21) Construction of a paved shoulder of an additional 10' wide will be required on HWY 70. This additional asphalt section shall be full depth pavement, consistent with the existing roadway, and must conform to TDOT standards. This shall be added to the construction plans with TDOT approval.
- 22) Traffic control plan will be required along with any TDOT permits.
- 23) Utility poles (two MLGW and one communications) may need to be relocated.
- 24) Additional elevation points, grades, and cross-sectional slope sections, coming from the existing centerline and including the new deceleration lane shall be added. Cross slope transition and positive road drainage shall be maintained.
- 25) Deceleration lane shall transition to existing slope at no greater than a 4:1 slope.

Planning Comments:

1. The applicant has confirmed with staff that the proposed 6' vinyl coated chain link fence separating the car wash site from the residential zoned portion of the subject property will be a 6' site proof composite fence with a gate to allow for property maintenance. Composite fence detail will be approved with DRC Site Plan submittal.
2. The applicant has confirmed with staff that the 6' tall shadowbox fence with brick columns 20' on center that is required as a part of the Landscape Plate 23D along the east property line will be an 8' site proof composite fence. Composite fence detail will be approved with DRC Site Plan submittal.

Planning Conditions:

1. The applicant must obtain a demo permit from Code Enforcement to demolish the existing house and accessory buildings.
2. The commercial property owner will be responsible for landscape maintenance of the entire lot and the fence adjacent to the residential neighbors in perpetuity.
3. The applicant must maintain the vacant residential zoned portion of the property in accordance to City of Bartlett Codified Ordinance 13-113.
4. The applicant must obtain Site Plan approval from the Design Review Commission.
5. The applicant shall be present at the meeting in order to make decisions relative to any changes that may be suggested by the Planning Commission.

Chairman Kaiser asked if the applicant is present.

Mike Davis, The Reaves Firm, 6800 Poplar Avenue, Germantown, TN 38138, stepped forward.

Mr. Davis stated that he is in agreement with comments and conditions from the staff report.

John Conroy made a motion to approve the EGY Subdivision Final Plan with comments and conditions of the staff report. David Hunt seconded the motion. Roll Call Vote: John Conroy, David Hunt, Jim Lamb, Ken Demetriou, Jack Young, James Reid, and Paul Kaiser voted Yes. Don Conway abstained. Motion carries.

Site Plan

4. Shine & Roll Car Wash, 7642 Highway 70 (Christine Donhardt, The Reaves Firm)

INTRODUCTION: Director Taylor introduced the application for Christine Donhardt, with The Reaves Firm, who is requesting Planning Commission approval of a Site Plan for the Shine & Roll Car Wash. The subject property is located at 7642 Highway 70. The subject property has split zoning with the northern half being in the "RS-12" Single Family Residential Zoning District and the southern half being in the "C-H" Highway Business Zoning District.

BACKGROUND: The subject property is not a legal lot of record and is less than 4-acres (not exempt from subdivision regulations). In order to make the lot eligible for a building permit, it must be within a Planning Commission approved and

legally recorded subdivision. In March 2023, the Planning Commission approved the Master Plan and Construction Plan of the EGY Subdivision.

DISCUSSION: The specific request by the applicant is for the approval of a Site Plan to construct a 3,973 square foot automatic vehicle wash. The site will have 14 self-service automobile vacuum cleaners on the east side of the building. Access to the site will be from an existing driveway off Highway 70. Specifics of the site plan are as follows:

Site Data	
Site Area:	2.273 acres/99,015 square feet
Total Proposed Parking Spaces:	16 (2 regular/14 with vacuum)
Handicap Accessible:	1 van accessible
Regular:	15
Proposed Building Area:	3,973 square feet
Greenspace/Openspace:	71%
Building Height:	34 feet 8 inches

Recommendation: Approval with conditions.

Engineering Conditions:

General:

- 1) A Commercial Site Plan contract will be required and will be prepared by Engineering and submitted to the developer/engineer for review to cover the fees to be paid to the City of Bartlett.
- 2) If needed applicant/ Engineer shall provide a digital set of drawing files showing the sanitary sewer lines, drainage lines, lot lines and all improvements in AutoCAD format to dhubbard@cityofbartlett.org and ecampbell@cityofbartlett.org for use in the preparation of the Water Design Plan. This plan will be coordinated with the site design engineer to resolve any conflicts.

- 3) A SWPPP may be required and shall be submitted to TDEC and also to the City of Bartlett Engineering office.
- 4) All new utilities shall be underground.
- 5) Demolition plan shall be submitted for the existing structures with a permit from Code Enforcement. Demo should be signed off and completed before plat is recorded or any site plans are signed.
- 6) Fire protection must be approved by the City of Bartlett Fire Marshall.
- 7) Correct all markups.
- 8) Additional plat to combine both lots into one shall be added.

Utility Plan:

- 9) If any sewer cleanout is located in a paved area, then it shall comply with the detail approved by Bartlett Codes which involves a brass connections and a concrete collar.
- 10) Proposed Sewer service needs cleanout on property line.
- 11) This project is located in the Fletcher Creek Sewer Basin, if an existing sewer service cannot be found, approval will be dependent on developer receiving written approval from the City of Memphis for new sewer connection and possible sewer holding tank. Sewer tank design must be added to plan set and approval from Memphis will be required prior to City of Bartlett approval.
- 12) Tracer wire must be installed on all sewer lines, including services.
- 13) The existing water service , currently shown for irrigation, will need to be re-located out of ROW and adjusted to grade. Traffic control plan will be required along with any TDOT permits.

Erosion Control Plan:

- 14) During construction, extra care will be needed to ensure that silt is not tracked out onto US HWY 70.
- 15) EPSCs needed around detention basin.
- 16) Detention basin must be sodded after construction.

Erosion Control Details:

- 17) Metal posts with wired backed fence are required on the proposed silt fences.

Grading & Drainage Plan:

- 18) Applicant's engineer shall submit the stamped and signed detention calculations for the detention basin and show the 'pre' and the 'post' runoff for the 2, 5, 10, 25 year storms.
- 19) No drainage or outlet control structure details for detention basin are shown.
- 20) Public or Private drainage shall be stated.

Highway 70 :

- 21) Construction of a paved shoulder of an additional 10' wide will be required on HWY 70. This additional asphalt section shall be full depth pavement, consistent with the existing roadway, and must conform to TDOT standards. This shall be added to the construction plans with TDOT approval.
- 22) Traffic control plan will be required along with any TDOT permits.
- 23) Utility poles (two MLGW and one communications) may need to be relocated.
- 24) Additional elevation points, grades, and cross-sectional slope sections, coming from the existing centerline and including the new deceleration lane shall be added. Cross slope transition and positive road drainage shall be maintained.
- 25) Deceleration lane shall transition to existing slope at no greater than a 4:1 slope.

Planning Comments:

1. The applicant has confirmed with staff that the proposed 6' vinyl coated chain link fence separating the car wash site from the residential zoned portion of the subject property will be a 6' site proof composite fence with a gate to allow for property maintenance. Composite fence detail will be approved with DRC Site Plan submittal.
2. The applicant has confirmed with staff that the 6' tall shadowbox fence with brick columns 20' on center that is required as a part of the Landscape Plate 23D along the east property line will be an 8' site proof composite fence. Composite fence detail will be approved with DRC Site Plan submittal.

Planning Conditions:

1. The applicant must obtain a demo permit from Code Enforcement to demolish the existing house and accessory buildings.
2. The commercial property owner will be responsible for landscape maintenance of the entire lot and the fence adjacent to the residential neighbors in perpetuity.
3. The applicant must maintain the vacant residential zoned portion of the property in accordance to City of Bartlett Codified Ordinance 13-113.
4. The applicant must obtain Site Plan approval from the Design Review Commission.
5. The applicant shall be present at the meeting in order to make decisions relative to any changes that may be suggested by the Planning Commission.

Chairman Kaiser asked if the applicant is present.

Mike Davis, The Reaves Firm, 6800 Poplar Avenue, Germantown, TN 38138, stepped forward.

Mr. Davis stated that he is in agreement with comments and conditions from the staff report.

Jim Lamb made a motion to approve the Shine & Roll Car Wash Site Plan with comments and conditions of the staff report. James Reid seconded the motion. Roll Call Vote: John Conroy, David Hunt, Jim Lamb, Ken Demetriou, and James Reid voted Yes. Jack Young and Paul Kaiser voted No. Don Conway abstained. Motion carries.

5. Youth Villages Parking Lot Expansion, 7410 Memphis-Arlington Road (Jamie Bostick, A2H Inc.)

INTRODUCTION: Director Taylor introduced the application for Ms. Jaime Bostick, with A2H Inc., who is requesting Planning Commission approval of a revised site plan for Youth Villages. The subject property is located at 7410 Memphis-Arlington Rd on the northeast corner of Memphis-Arlington and Broadway Road. It is within the “R-E” Residential zoning district.

BACKGROUND: Youth Villages was originally annexed into the City in 1985 with uses that were “grandfathered-in” as legal non-conforming uses. On November 6, 2000, the Planning Commission approved a Special Use Permit (SUP) for a “children’s home” use which allowed multiple buildings on the site. On April 2, 2007, the Planning Commission approved a site plan to add a girl’s residential treatment facility and an additional maintenance building. On March 7, 2016, the Planning Commission approved a site plan to add a boy’s residential treatment facility. On December 3, 2018, the Planning Commission approved a site plan to add a classroom building, basketball pavilion, storage/ washroom facility, outdoor pavilion and additional parking.

DISCUSSION: The specific request by the applicant is for Planning Commission approval of a revised site plan to add 82 employee parking spaces in two locations near their boys’ dorm. The northern site is a grassy area along the outer edge of the main drive, adjacent to existing parking spaces on either side of two utility easements. The southern site is adjacent to the campus school.

Site Data

Total Existing Parking Spaces:	166 (6-ADA Accessible)
Total Proposed Parking Spaces:	82

RECOMMENDATION: Approval with conditions

Engineering Conditions:

General:

- 1) A Commercial Site Plan contract may be required and will be prepared by Engineering and submitted to the developer/engineer for review to cover the fees to be paid to the City of Bartlett.
- 2) A SWPPP may be required and shall be submitted to TDEC and also to the City of Bartlett Engineering office.
- 3) If any utilities require adjustment due to grade change, City of Bartlett Specifications shall be utilized.
- 4) Correct all markups.

Grading & Drainage Plan:

- 5) Parking lot grading is recommended to be kept to 1% minimum.
- 6) Spot elevations are needed at corners of handicap parking spots and access.
- 7) Include calculations to show that existing detention basin has accounted for this development.
- 8) All drainage shall be denoted as private.
- 9) Drainage area, flow and velocity shall be shown in pipe table.

Erosion Control Plan:

- 10) The engineer shall provide a copy of the SWPPP (Storm Water Pollution Prevention Plan) that has been or will be submitted to TDEC (Tennessee Department of Conservation), if required.
- 11) Prior to any work being started, an NOC (Notice of Coverage) from TDEC must be received and a copy submitted to the City of Bartlett, if required.
- 12) Construction entrance may be needed to limit mud/silt tracked off site.

Erosion Control Details:

- 13) Metal posts with wired backed fence are required on the proposed silt fences.

Planning Conditions:

1. The applicant shall add one (1) ADA compliant parking space to the overall Bill's Place site. The parking space must be located near the entrance to the building.
2. The applicant shall include a landscape plan which shows all parking spaces shall be within a maximum distance of 75 feet from a tree.
3. Should the proposed site plan be approved by the Planning Commission, the applicant shall seek site plan approval from the Design Review Commission for landscaping, lighting, signage, exterior elevations, colors, and materials.
4. The applicant shall be present at the meetings in order to make decisions relative to any changes that may be suggested by the Planning Commission.
5. The owner/applicant shall identify all utilities on site by contacting Tennessee One Call at 811 before commencing any site work.

Chairman Kaiser asked if the applicant is present.

Jamie Bostick, A2H, 65 Germantown Court, Cordova, TN 38018, stepped forward.

Ms. Bostick stated that she is in agreement with comments and conditions from the staff report.

Jim Lamb made a motion to approve the Site Plan for the Youth Villages parking lot expansion with comments and conditions of the staff report. David Hunt seconded the motion. Roll Call Vote: All members present voted Yes. Motion carries.

Open Discussion

Chairman Kaiser called for any discussion items.

Nicole Travis, 3141 Hill Lake Drive, stepped forward.

Ms. Travis agreed with the PC's vote tonight on Union Depot 1st Addition. She was taken off guard by the proposed number of units.

Cindy Cromwell, 8601 Highway 70, stepped forward.

Ms. Cromwell wanted to know what the next steps are for Union Depot 1st Addition.

Senior Planner Sam Harris stated that what happened tonight was the PC voted to forward an unfavorable recommendation to the Board of Mayor and Aldermen. This application will go before the Board of Mayor and Alderman for another public hearing in July. Public notice will be sent out again the same way it was for this meeting to addresses within 1,000 feet of the subject property, and it will be published in the newspaper. Should the BMA approve the Special Use Permit request, the applicant would need to come back with Master, Construction, and Final Plan applications to be approved by the Planning Commission for each phase of the development.

Ms. Cromwell stated that she is okay with townhomes abutting her property, but not a five-story apartment complex due to safety concerns for children that attend her daycare. She has already observed construction workers at the current Union Depot Development urinating off the balconies when she has driven by on Highway 70.

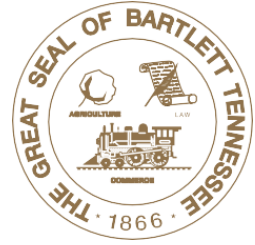
Melanie Busch, 3904 Wheelers Run Cove, stepped forward.

Ms. Busch expressed disappointment that the Shine & Roll Car Wash was approved. The property backs up to her subdivision.

Adjourned at 7:47 p.m.

Board of Mayor and Aldermen
June 24, 2025

Item Memo



Consent Summary:

Formal Body:

Attachments:
Resolution 21-25

Resolution 21-25, a resolution to amend the fiscal year 2025 Grant Fund budget to provide for transfer of FEMA grant funds to Solid Waste Fund.

WHEREAS the City of Bartlett received FEMA cost-sharing grant funding of over \$2.5 million as a result of the DR-4729 storm damage federal disaster; and

WHEREAS the City of Bartlett accepted this award in December 2024 for use in defraying costs related to this disaster; and

WHEREAS the City's Solid Waste Fund provided much of the labor, equipment, and materials used in debris cleanup and disposal, and

WHEREAS the Grant Fund has sufficient funds to reimburse the Solid Waste Fund for these expenditures;

NOW THEREFORE BE IT RESOLVED By the Board of Mayor and Aldermen that the Grant Fund shall transfer funds to reimburse the Solid Waste Fund for these expenditures,

BE IT FURTHER RESOLVED that the FY2024-2025 Grant Fund budget shall be amended to reflect expenditures totaling \$132,201.72 transferred to the Solid Waste Fund as shown in the table below.

Fund Account Numbers	Description	Increases
131.41300.992.08904	Transfers Out of Solid Waste	\$132,201.72
122.30000.36705	Transfers In from Grand Fund	\$132,201.72

Adopted this day of June 24, 2025

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

David Parsons, Mayor

Attest: _____
Penny Medlock, City Clerk

RESOLUTION 22-25

A RESOLUTION TO REVISE AND UPDATE SEVERAL SECTIONS OF THE PERSONNEL POLICIES OF THE CITY OF BARTLETT, TENNESSEE

WHEREAS, by Resolution 46-23, adopted on December 12, 2023, the City of Bartlett revised and updated its personnel policies that had been adopted in February 1986; and

WHEREAS, the Chief Human Resources Officer has reviewed and updated several sections of the aforementioned personnel policies; and

WHEREAS, it is in the best interest of the City of Bartlett to adopt the revised personnel policies referenced below.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF BARTLETT, TENNESSEE that Chapter 8, Section 8. 18, Section 8.25, Chapter 11.2, and Chapter 20.14 of the City of Bartlett Personnel Policies and Administrative Procedures Guide, be revised as follows:

8.18 HOLIDAYS, is deleted in its entirety, effective July 1, 2025, and replaced with the following:

The City observes thirteen (13) paid holidays during the year. Offices and shops will be closed and employees excused (except emergency and necessary operations) on the following legal holidays:

- | | |
|----------------------------------|---|
| 1. New Year's Day | January 1 st |
| 2. Martin Luther King's Birthday | Third Monday in January |
| 3. President's Day | Third Monday in February |
| 4. Good Friday | Friday Before Easter Sunday |
| 5. Memorial Day | Last Monday in May |
| 6. Juneteenth | 19 th of June |
| 7. Independence Day | July 4 th |
| 8. Labor Day | 1 st Monday in September |
| 9. Veterans Day | November 11 th |
| 10. Thanksgiving Day (2 days) | Fourth Thursday and Friday in November |
| 11. Christmas Day (2 days) | December 25 th plus one day. |

Eligible full-time employees will also have access to two (2) paid floating holidays, to be used during the calendar year at the discretion of the employee with approval from his/her supervisor, manager, or director and in accordance with Section 8.16 Vacation, subsection D. Each department is accountable for monitoring and recording floating holiday time used by employees throughout the calendar year. This ensures adherence to city policies and prevents misuse. Departments must maintain accurate records and conduct regular reviews to verify compliance.

No floating holidays may be taken until the employee has completed six (6) months of service.

When December 25th falls on the following days these two holidays will be observed:

Sunday	Friday & Monday
Monday or Tuesday	Monday & Tuesday
Wednesday	Tuesday & Wednesday
Thursday, Friday or Saturday	Thursday & Friday

When a legal holiday falls on Saturday, offices will be closed the preceding Friday; when it falls on Sunday, offices will close the following Monday.

- A. For regular employees whose work week is other than Monday through Friday or those employees who must work due to emergency or necessary operations, the Department Director shall designate the day(s) on which the holiday will be observed. Any employee who shall be required to perform work or render services on a regular scheduled holiday and is unable to receive a compensatory day of leave shall receive holiday pay in addition to straight time pay for the hours worked. The employee is to be informed in advance whether he/she will receive compensatory time off or holiday pay and straight time for time worked.

In lieu of holiday leave fire department shift employees, police department shift employees, including jailers and dispatchers, shall be paid holiday pay at straight time in the following manner:

Fire Department shift below the rank of Battalion Commander Working 24-hour shifts	156 hours
Police Personnel, below the rank of Captain, working 8.5-hour shifts	110.5 hours
Police Personnel, below the rank of Captain, working 8-hour shifts	104 hours

Holiday pay for eligible employees will be distributed twice a year—once in May, covering (7) seven holidays (including 1 floating day to eligible employees), and again in December, covering (6) six holidays (including 1 floating day to eligible employees).

Part Time or Temporary Employees - This policy does not apply to part-time or temporary employees.

8.25 a MATERNITY LEAVE (Reference T. C. A. 4-21-408)

The current policy remains the same and shall be set forth in Subsection a.

A new Subsection 8.25(b) is added, providing as follows:

8.25 b Paid Parental Leave (PPL) Policy

Purpose/Objective

The City of Bartlett will provide up to two (2) weeks (10 workdays) of paid parental leave to employees following the birth of an employee's child or the placement of a child with an employee in connection with adoption or foster care. The purpose of paid parental leave is to enable the employee to care for and bond with a newborn or a newly adopted or newly placed child. This policy will run concurrently with Family and Medical Leave Act (FMLA) leave, as applicable. This policy will be in effect for births, adoptions or placements of foster children occurring on or after July 1, 2025.

11.2 TUITION ASSISTANCE, is revised to update section A and to add a new subsection D, providing as follows:

- A. Tuition Assistance is a plan which offers the City's financial help to full-time employees who take courses which are likely to increase the employee's value to the City.
- D. A provision for Graduate Degree tuition assistance may be provided to full-time employees who meet the requirements set forth in Subsection C, at the request of the department director and upon approval by the Mayor or his/her designee. The amount of tuition assistance awarded may be determined at the discretion of the Mayor or his/her designee, based on available resources and the relevance of the program to the City's operational needs.

20.14 EDUCATIONAL BONUS, is deleted in its entirety, effective July 1, 2025, and replaced with the following:

The City shall pay educational bonuses based on the following criteria:

A. Eligibility

A full-time employee must have been employed by the City a minimum of one (1) year of continuous service.

1. Personnel assigned to a position that requires a degree are not eligible for bonus pay under this section.
2. Police officer, dispatcher or jailer may qualify for EMT bonus after one (1) year of continuous service.

B. Special Licenses and Certain Specialized Training

Departmental policy may designate certain special licenses or specialized training programs of direct benefit to the City for which the City will pay an educational bonus of \$20.00 per month for each license or specialized training program (i.e. water/wastewater operator, etc..).

EMT Certificate – A Police officer, dispatcher or jailer shall receive \$100.00 per month for maintaining a current EMT Certificate.

C. College Degree, Technical, Junior College (2-year certificate or degree)

If an employee has a two (2) year associates or technical degree from an institution of higher learning accredited by SACS (Southern Association of Colleges and Schools) or its equivalent accreditation agency, he or she may receive an educational bonus unless the degree is part of the educational requirements for the job. Evidence of graduation, along with a grade transcript and description of courses taken, must be submitted to the Human Resources Office for approval by the Chief Human Resources Officer. If approved, an educational bonus of \$120.00 per month will be paid.

D. College Degree, University or 4-year college

If an employee has a four (4) year degree from an institute of higher learning accredited by SACS (Southern Association of Colleges and Schools) or its equivalent accreditation agency, he or she may receive an educational bonus unless the degree is part of the educational requirements for the job. Evidence of graduation, along with a grade transcript and description of courses taken, must be submitted to the Human Resources Office for approval by the Chief Human Resources Officer. If approved, an educational bonus of \$240.00 per month will be paid to the employee.

Except as expressly provided otherwise in this Amendment, the language of the Personnel Policies in effect prior to the adoption of this Amendment shall remain unchanged.

ADOPTED THIS 24th day of June, 2025.

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

David Parsons, Mayor

Penny Medlock, City Clerk

RESOLUTION 22-25

A RESOLUTION TO REVISE AND UPDATE SEVERAL SECTIONS OF THE PERSONNEL POLICIES OF THE CITY OF BARTLETT, TENNESSEE

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WHEREAS, the Chief Human Resources Officer has reviewed and updated several sections of the aforementioned personnel policies; and

WHEREAS, it is in the best interest of the City of Bartlett to adopt the revised personnel policies referenced below.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF BARTLETT, TENNESSEE that Chapter 8, Section 8. 18, Section 8.25, Chapter 11.2, and Chapter 20.14 of the City of Bartlett Personnel Policies and Administrative Procedures Guide, be revised as follows:

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| 9. Veterans Day | November 11 th |
| 10. Thanksgiving Day (2 days) | Fourth Thursday and Friday in November |
| 11. Christmas Day (2 days) | December 25 th plus one day. |

Eligible full-time employees will also have access to two (2) paid floating holidays, to be used during the calendar year at the discretion of the employee with approval from his/her supervisor, manager, or director and in accordance with Section 8.16 Vacation, subsection D. Each department is accountable for monitoring and recording floating holiday time used by employees throughout the calendar year. This ensures adherence to city policies and prevents misuse. Departments must maintain accurate records and conduct regular reviews to verify compliance.

No floating holidays may be taken until the employee has completed six (6) months of service.

When December 25th falls on the following days these two holidays will be observed:

Sunday	Friday & Monday
Monday or Tuesday	Monday & Tuesday
Wednesday	Tuesday & Wednesday
Thursday, Friday or Saturday	Thursday & Friday

When a legal holiday falls on Saturday, offices will be closed the preceding Friday; when it falls on Sunday, offices will close the following Monday.

- A. For regular employees whose work week is other than Monday through Friday or those employees who must work due to emergency or necessary operations, the Department Director shall designate the day(s) on which the holiday will be observed. Any employee who shall be required to perform work or render services on a regular scheduled holiday and is unable to receive a compensatory day of leave shall receive holiday pay in addition to straight time pay for the hours worked. The employee is to be informed in advance whether he/she will receive compensatory time off or holiday pay and straight time for time worked.

In lieu of holiday leave fire department shift employees, police department shift employees, including jailers and dispatchers, shall be paid holiday pay at straight time in the following manner:

Fire Department shift below the rank of Battalion Commander Working 24-hour shifts	156 hours
Police Personnel, below the rank of Captain, working 8.5-hour shifts	110.5 hours
Police Personnel, below the rank of Captain, working 8-hour shifts	104 hours

Holiday pay for eligible employees will be distributed twice a year—once in May, covering (7) seven holidays (including 1 floating day to eligible employees), and again in December, covering (6) six holidays (including 1 floating day to eligible employees).

Part Time or Temporary Employees - This policy does not apply to part-time or temporary employees.

8.25 a MATERNITY LEAVE (Reference T. C. A. 4-21-408)

The current policy remains the same and shall be set forth in Subsection a.

A new Subsection 8.25(b) is added, providing as follows:

8.25 b Paid Parental Leave (PPL) Policy

Purpose/Objective

The City of Bartlett will provide up to two (2) weeks (10 workdays) of paid parental leave to employees following the birth of an employee's child or the placement of a child with an employee in connection with adoption or foster care. The purpose of paid parental leave is to enable the employee to care for and bond with a newborn or a newly adopted or newly placed child. This policy will run concurrently with Family and Medical Leave Act (FMLA) leave, as applicable. This policy will be in effect for births, adoptions or placements of foster children occurring on or after July 1, 2025.

11.2 TUITION ASSISTANCE, is revised to update section A and to add a new subsection D, providing as follows:

- A. Tuition Assistance is a plan which offers the City's financial help to full-time employees who take courses which are likely to increase the employee's value to the City.
- D. A provision for Graduate Degree tuition assistance may be provided to full-time employees who meet the requirements set forth in Subsection C, at the request of the department director and upon approval by the Mayor or his/her designee. The amount of tuition assistance awarded may be determined at the discretion of the Mayor or his/her designee, based on available resources and the relevance of the program to the City's operational needs.

20.14 EDUCATIONAL BONUS, is deleted in its entirety, effective July 1, 2025, and replaced with the following:

The City shall pay educational bonuses based on the following criteria:

A. Eligibility

A full-time employee must have been employed by the City a minimum of one (1) year of continuous service.

1. Personnel assigned to a position that requires a degree are not eligible for bonus pay under this section.
2. Police officer, dispatcher or jailer may qualify for EMT bonus after one (1) year of continuous service.

B. Special Licenses and Certain Specialized Training

Departmental policy may designate certain special licenses or specialized training programs of direct benefit to the City for which the City will pay an educational bonus of \$20.00 per month for each license or specialized training program (i.e. water/wastewater operator, etc..).

EMT Certificate – A Police officer, dispatcher or jailer shall receive \$100.00 per month for maintaining a current EMT Certificate.

C. College Degree, Technical, Junior College (2-year certificate or degree)

If an employee has a two (2) year associates or technical degree from an institution of higher learning accredited by SACS (Southern Association of Colleges and Schools) or its equivalent accreditation agency, he or she may receive an educational bonus unless the degree is part of the educational requirements for the job. Evidence of graduation, along with a grade transcript and description of courses taken, must be submitted to the Human Resources Office for approval by the Chief Human Resources Officer. If approved, an educational bonus of \$120.00 per month will be paid.

D. College Degree, University or 4-year college

If an employee has a four (4) year degree from an institute of higher learning accredited by SACS (Southern Association of Colleges and Schools) or its equivalent accreditation agency, he or she may receive an educational bonus unless the degree is part of the educational requirements for the job. Evidence of graduation, along with a grade transcript and description of courses taken, must be submitted to the Human Resources Office for approval by the Chief Human Resources Officer. If approved, an educational bonus of \$240.00 per month will be paid to the employee.

Except as expressly provided otherwise in this Amendment, the language of the Personnel Policies in effect prior to the adoption of this Amendment shall remain unchanged.

ADOPTED THIS 24th day of June, 2025.

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

David Parsons, Mayor

Penny Medlock, City Clerk

RESOLUTION 23-25

A Resolution to adopt Amendment No. 3 to the City of Bartlett Tennessee Retirement Plan

WHEREAS, the City of Bartlett, Tennessee (the “Employer”) has established a contributory retirement plan known as the “City of Bartlett, Tennessee Retirement Plan,” adopted effective July 1, 2014, (the “Cash Balance Plan”); and

WHEREAS, by Resolution 16-17 dated May 9, 2017 duly adopted by the Board of Mayor and Aldermen the Employer adopted Amendment No. 1 to the Cash Balance Plan; and

WHEREAS, by Resolution 30-23 dated September 12, 2023, duly adopted by the Board of Mayor and Aldermen the Employer adopted Amendment No. 2 to the Cash Balance Plan; and

WHEREAS, the Employer retains the right to amend the Cash Balance Plan and has determined the Plan should be amended as follows, effective July 1, 2025; and

WHEREAS, the Employer desires to adopt an Amendment No. 3 to the Cash Balance Plan to incorporate the modifications as outlined below; and

WHEREAS, Amendment No. 3 has been presented to and approved by the Retirement Plan Committee who serves as Plan Administrator for the Plan and who recommends this Amendment No. 3 for adoption by the Board of Mayor and Aldermen of the City of Bartlett, Tennessee;

NOW, THEREFORE, BE IT RESOLVED by the Board of Mayor and Aldermen that the "Cash Balance Plan" is amended as follows:

1. Appendix A shall be deleted in its entirety and the following Appendix A shall be substituted therefor:

Employee Contributions to Accumulation Accounts:

For employees hired prior to July 1, 2025: 5%, “picked-up”
For employees hired on or after July 1, 2025: 7% “picked-up”

Pay Based Credits to Accumulation Accounts (contributions by Employer):

For participants with less than ten (10) years of Credited Service: 7%
For participants with ten (10) or more years of Credited Service: 10%

Interest Credits to Accumulation Accounts: 5% of the balance of each Participant’s

Accumulation Account as of the end of the immediately preceding Plan Year, payable as of the last day of the applicable Plan Year.

2. Section 2.18 “Employee” shall be deleted in its entirety and the following 2.18 shall be substituted therefor:

2.18 “Employee” means any employee of the Employer, including a Public Safety Employee, but other than a seasonal employee, whose customary employment is for at least 30 Hours of Service per week and who is employed at least 8 months per Plan Year, provided however, elected and appointed officials (including judges and the City Attorney) shall be Employees without regard to any minimum period of Service.

3. Section 2.26 “Normal Retirement Date” shall be deleted in its entirety and the following 2.26 shall be substituted therefor:

2.26 “Normal Retirement Date” shall mean:

(a) For Participants other than Public Safety Employees, the first day of the first calendar month coinciding with or next following the date on which the Participant:

- Attains age sixty-five (65) and has completed at least five (5) years of Credited Service,
- Attains age fifty-five (55) and has completed at least twenty-five (25) years of Credited Service, or
- Attains age fifty (50) and has completed at least thirty (30) years of Credited Service.

(b) For Participants who are Public Safety Employees the first day of the first calendar month coinciding with or next following the date on which the Public Safety Employee:

- Attains age sixty-five (65) and has completed at least five (5) years of Credited Service, of which all Credited Service was earned while serving as a Public Safety Employee,
- Attains age fifty-five (55) and has completed at least twenty-five (25) years of Credited Service, of which all Credited Service was earned while serving as a Public Safety Employee, or
- Attains age fifty (50) and has completed at least twenty (20) years of Credited Service, of which all Credited Service was earned while serving as a Public Safety Employee.

4. Section 2.27 “Participant” shall be renumbered as Section 2.28 and shall be amended and restated as follows:

2.28 “Participant” shall mean an Employee, including a Public Safety Employee, who is or becomes eligible to participate in the Plan pursuant to Section 3 of the Plan and any person receiving or entitled to receive Retirement Benefits under this Plan.

All subsequent sections in Section 2 DEFINITIONS to Section 2.28 “Participant” shall be consecutively renumbered accordingly.

5. Section 2 DEFINITIONS shall be amended to insert a new Section 2.27 “Public Safety Employee” to define “Public Safety Employee” as follows:

2.27 “Public Safety Employee” shall mean an Employee who is employed to and performs duties for the City as a commissioned police officer, a certified firefighter, a police dispatcher, a fire dispatcher, a correctional officer who is certified by the State and whose employment situs is the City Jail, a certified emergency medical technician (EMT), or licensed paramedic.

For purposes of this section: (i) commissioner police officer means a commissioned police officer employed in the police department of the Employer whose primary duty is the prevention and detection of crime and the apprehension of offenders. (ii) firefighter means a firefighter employed in the Employer’s fire department whose primary duty requires the firefighter to actively engage in fire suppression, rescue services, or other emergency response tasks.

IN WITNESS WHEREOF, the City has caused this Amendment No. 3 to the Plan to be executed this 24th day of June, 2025.

ADOPTED THIS 24th day of June, 2025.

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

David Parsons, Mayor

Penny Medlock, City Clerk