

**MINUTES
BOARD OF COMMISSIONERS OF
THE CITY OF BELLE MEADE
DECEMBER 20, 2017**

Call to Order

The meeting was called to order by James Hunt, Mayor, at 4:04pm.

Commissioners present

James Hunt, Mayor Bob Weigel Cathy Altenbern
Boyd Bogle Gray Thornburg

City staff members present

Beth Reardon, City Manager Tim Eads, Police Chief
Aspen Collins, Finance Director Lyle Patterson, Building Official
Doug Berry, City Attorney Charlotte Hunter, City Recorder

I. **Pledge of Allegiance** - led by Mayor Hunt

II. **Public Hearing** - NONE

III. **Minutes** -

Regular Meeting held November 18, 2017

Motion to approve with correction: Thornburg Second: Weigel Vote: All aye.

Special Meeting held November 21, 2017

Motion to approve: Weigel Second: Thornburg Vote: All aye.

IV. **Public Works** - Reports submitted by B. Reardon reviewed.

2. Estimate for Bridge Repair at 4414 Forsythe Place.

Three estimates were received for the bridge repair as follows:

<u>Contractor</u>	<u>Proposal Price</u>
• ALT Masonry (Anthony Thompson)	\$1,500.00
• Masonart (Richard Stein)	\$1,650.00
• Bartlett Stone	\$2,100.00

In his memo to the commissioners, Director Larry Smith recommended approval of the low bid from ALT Masonry.

Motion to approve: Altenbern Second: Weigel Vote: All aye.

3. Harding Place Sidewalk Project - Consideration of Proposal for Additional Design Fees.

Harding Place neighbors had suggested an extension to the initial sidewalk plans from the Jackson Blvd. cul-de-sac to the Warner Place crosswalk and to add another crosswalk at Harding Place and Belle Meade Blvd. Jim Douglas of

Hodgson and Douglas submitted his design fees for these two proposed addendums to the original proposal, as follows:

Jackson cul-de-sac sidewalk extension: \$5,020

Crosswalk at Harding Pl. & Belle Meade Blvd.: \$2,600

Commissioner Thornburg asked if these design fees were in the original proposal. City Manager Reardon replied they were not, and were first discussed at the November neighborhood meeting. Commissioner Altenbern asked who owned the land for the Jackson Blvd. cul-de-sac extension and Mayor Hunt replied the City maintained a right-of-way for infrastructure and maintenance when that portion of Jackson Blvd. was closed years ago. He recommended deferral on this for further review.

Motion to defer: Altenbern Second: Bogle Vote: All aye.

4. Video Surveillance System Update.

City Manager Reardon stated NES completed their engineering review of all utility poles. Of the 18 total poles, 14 are "ready to attach", 1 needs replacement by NES, 1 needs line adjustment by NES, and 2 locations will be a private connection with Metro Parks Dept. and Belle Meade Country Club. These 2 poles will be purchased and installed by the City. City attorney Berry will prepare an agreement for the electrical connection and usage by the City from Metro and the Club. Commissioner Altenbern asked what kind of pole will the City purchase and was told that prices will be obtained for standard and decorative poles. Commissioner Thornburg asked about the electrical connections for the NES poles and City Manager Reardon stated the electrical work for these poles would have to be bid and work done by a certified electrician.

5. Estimates for Purchase of Two Security Camera Poles

City Manager Reardon reported that due Director Smith's absence all week because of illness, pricing for the poles was not available.

Motion to defer 30 days: Altenbern Second: Bogle Vote: All aye.

V. City Services

A. Public Safety - Reports submitted by T. Eads reviewed.

<u>255</u> Traffic citations	<u>9</u> Traffic crashes	<u>37</u> Alarm calls
<u>0</u> Burglaries	<u>15</u> Incident reports	<u>3</u> Theft reports
Arrests <u>9</u>		

B. Health and Sanitation - Reports submitted by B. Reardon reviewed.

C. Zoning/Planning - Reports submitted by L. Patterson reviewed.

<u>8</u> Permits issued ** <u>\$1,547,176.00</u> Estimated construction cost
<u>1</u> Permits closed ** <u>1</u> Grading/soil permits issued ** <u>0</u> Closed
<u>0</u> Stormwater complaints filed

2. Re- appointment of Mal Wall as BZA alternate until 6/30/2020.

Motion to approve: Weigel Second: Altenbern Vote: All Aye.

D. Waste Collections - No Matters

E. Beautification/Landscape

1. Approval of Parking Lot Construction Plans from Metro Parks Dept. for Page Road Lot.

This is a courtesy, as Metro Parks does not require Belle Meade's approval for construction. After discussion, the commissioners decided the following recommendations should be forwarded to Metro Parks Dept.: (1) determine access point to greenspace area for maintenance vehicles; (2) access point must be secure so that the public cannot park in greenspace; (3) Belle Meade police should continue to provide security of the parking lot. The entrance to the lot should have a locking system and Belle Meade police should have keys to this and continue to assist with locking/unlocking the lot; (4) No parking should be allowed in the bio-retention area and barriers should be in place there so that no more than 30 cars can be parked in the lot where marked at one time.

Motion to approve with above recommendations: Thornburg Second: Altenbern
Vote: All aye.

F. City Communications - No Matters

VI. Administration -

A. Finance

1. Financial Statements - December, 2017
2. Investment Schedules
3. Approval of Invoices over \$5,000
 - Hodgson Douglas \$ 6,075.00
 - Kraft CPAs \$ 7,000.00

Motion to approve: Weigel Second: Thornburg Vote: All aye.

4. Approval Audit Report, f/y 2017

At the Dec. 6th Audit Meeting, the Budget & Finance Committee recommended approval.

Motion to approve: Thornburg Second: Weigel Vote: All aye.

5. Re-engagement of Kraft CPA's f/y 2018 Audit

The Budget & Finance Committee recommended that the City re-engage the auditors for another year. Their fees for f/y 2018 audit are \$21,000.

Motion to approve: Thornburg Second: Weigel Vote: All aye.

B. Facilities - No Matters

C. Personnel - No Matters

VII. Legislation -

1. Ordinance 2017-5, on second reading, Amend Zoning code, Title 14-204 (1) (C), Change in elevation.

It was determined that a public notice had not been advertised in the paper for 15 or more days prior to this meeting, as required by state law. City Manager Reardon stated this would be done as required prior to the January meeting.

Motion to defer 30 days: Thornburg Second: Altenbern Vote: All aye.

2. Resolution 2017-012, Amend Ordinance 2017-3, Budget Appropriations

Motion to approve: Altenbern Second: Weigel Vote: All aye.

3. Resolution 2017-013, Authorizing a Change in Financial Institutions for Beautification and Employee Funds.

Motion to approve: Thornburg Second: Altenbern Vote: All aye.

4. Resolution 2017-014, Recognizing January 21-27 as City of Belle Meade School Choice Week

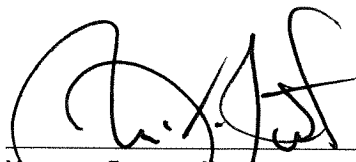
Commissioner Altenbern asked why this Resolution was being proposed, since the City did not have any schools. Mayor Hunt stated he received information and a request for a proclamation from the national group sponsoring this and felt it was an easy and meaningful thing to do. None of the commissioners had heard of this organization before.


Motion to approve: Hunt Second: Weigel
Oppose: Altenbern, Bogle
Abstain: Thornburg

Motion failed due to tie vote.

VIII. Other Matters - No Matters

Meeting adjourned at 5:05pm



Mayor James Hunt


City Recorder, Charlotte Hunter