

MINUTES
BOARD OF COMMISSIONERS OF
THE CITY OF BELLE MEADE
JULY 18, 2018

Call to Order

The meeting was called to order by James Hunt, Mayor, at 4:05pm.

Commissioners present

James Hunt, Mayor Blair Wilson
Gray Thornburg Bob Weigel

City staff members present

Beth Reardon, City Manager Tim Eads, Police Chief
Aspen Collins, Finance Director Lyle Patterson, Building Official
Larry Smith, Public Works Director Charlotte Hunter, City Recorder

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

II. **Public Hearing** - no one present

III. **Minutes** -

Regular Meeting held June 20, 2018

Motion to approve: Wilson **Second:** Thornburg **Vote:** All aye

IV. **Public Works** - Reports submitted by L. Smith reviewed.

2. Request for Parade Permit for the Boulevard Bolt

Everything will be the same as last year. Chief Eads will meet with the Bolt Committee in the fall to review the safety plan. Certificate of insurance is required, and City Manager will obtain a copy prior to the event.

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

3. Proposal from Barge Cauthren for Engineering Services for the Street Resurfacing Project

The Street Resurfacing Project this year includes Leake Ave., Tyne Blvd., and West Tyne Dr. Barge Cauthren & Associates will prepare the specs & plans for the project, analyze the bids submitted and issue a recommendation for award for \$14,000. They will also perform Construction Administration for a fee of \$1,500, for a total proposal amount of \$15,500.00.

Motion to Approve: Thornburg **Second:** Weigel **Vote:** All aye

4. Proposal to State-TDOT for left turn lane at Harding Road and Jackson Boulevard

Commissioner Wilson suggested the lane should go from the light at Davidson to Leake Avenue, since it would also include left turns into The Temple and Belle Meade Plantation. Chief Eads says there is plenty of traffic and crash data to

go forward with the request. Public Works Director Larry Smith says there could be drainage issues near Richland Creek due to very little R-O-W to use for additional lane being added.

V. City Services

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

303 Traffic citations 11 Traffic crashes 55 Alarm calls
2 Burglaries 7 Incident reports 2 Theft reports
Arrests 7

2. Update from Vendor on status of VSS Project

Greg Knuckles with SkyCop said they should finish installation of cameras next week, with the exception of the 3 that are waiting on pole installation or approval. Greg suggested that camera boxes on Harding Road and other poles located at the outside entrance to the City have blinking blue lights to enhance crime prevention. The cameras will be polled every hour to make sure they are working properly.

B. Health and Sanitation - Reports submitted by L. Smith reviewed.

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

20 Permits issued ** \$2,463,000.00 Estimated construction cost
5 Permits closed ** 3 Grading/soil permits issued ** 1 Closed
0 Stormwater complaints filed

2. Request for clarification on zoning codes by BZA Chairman Pete

Zabaski

Since the City Attorney Berry was not present, the Commissioners suggested that Pete meet with Doug Berry soon and review the Sunshine Law restrictions, as well as how to clarify and amend the Zoning Code for the issues that the Board had. If an ordinance was necessary, Doug could prepare one for the Commissioners to consider.

3. Protocol for Appointments to BZA

Gray Thornburg wants to keep the BZA full of experienced people. Term limits expiring soon are Chairman Pete Zabaski and Carole Nelson. The Board will discuss in August people of interest to ask to be on the board.

D. Waste Collections - No Matters

E. Beautification/Landscape

1. Update on Beautification Committee by Laura Katherine Wood

Gavin Duke, Lisa Ellis, Caroline Stevens, Martha Phipps, Michael Dixon and Laura Katherine Wood are confirmed new members. She is waiting on replies from Tara Armistead, Carolyn Sorenson, Carter Murray Dawson, Peter Grimaldi, Steven Manning, Ann Buchanan, Liz Bass, Jill DeBona and Melanie Baker

go forward with the request. Public Works Director Larry Smith says there could be drainage issues near Richland Creek due to very little R-O-W to use for additional lane being added.

V. City Services

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

<u>303</u> Traffic citations	<u>11</u> Traffic crashes	<u>55</u> Alarm calls
<u>2</u> Burglaries	<u>7</u> Incident reports	<u>2</u> Theft reports
Arrests <u>7</u>		

2. Update from Vendor on status of VSS Project

Greg Knuckles with SkyCop said they should finish installation of cameras next week, with the exception of the 3 that are waiting on pole installation or approval. Greg suggested that camera boxes on Harding Road and other poles located at the outside entrance to the City have blinking blue lights to enhance crime prevention. The cameras will be polled every hour to make sure they are working properly.

B. Health and Sanitation - Reports submitted by L. Smith reviewed.

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

<u>20</u> Permits issued ** \$2,463,000.00 Estimated construction cost
<u>5</u> Permits closed ** <u>3</u> Grading/soil permits issued ** <u>1</u> Closed
<u>0</u> Stormwater complaints filed

2. Request for clarification on zoning codes by BZA Chairman Pete Zabaski

Since the City Attorney Berry was not present, the Commissioners suggested that Pete meet with Doug Berry soon and review the Sunshine Law restrictions, as well as how to clarify and amend the Zoning Code for the issues that the Board had. If an ordinance was necessary, Doug could prepare one for the Commissioners to consider.

3. Protocol for Appointments to BZA

Gray Thornburg wants to keep the BZA full of experienced people. Term limits expiring soon are Chairman Pete Zabaski and Carole Nelson. The Board will discuss in August people of interest to ask to be on the board.

D. Waste Collections - No Matters

E. Beautification/Landscape

1. Update on Beautification Committee by Laura Katherine Wood

Gavin Duke, Lisa Ellis, Caroline Stevens, Martha Phipps, Michael Dixon and Laura Katherine Wood are confirmed new members. She is waiting on replies from Tara Armistead, Carolyn Sorenson, Carter Murray Dawson, Peter Grimaldi, Steven Manning, Ann Buchanan, Liz Bass, Jill DeBona and Melanie Baker

2. Level One Arboretum

Gray Thornburg started the discussion but wants the newly formed Beautification Committee to look further into grants and other ideas for projects.

F. City Communications - No Matters

VI. Administration -

A. Finance

1. **Financial Stmts** - Reports submitted by A. Collins reviewed.
2. **Investment Schedules** - Reports submitted by A. Collins reviewed.
3. **Approval of invoices over \$5,000 -**

• Wascon, Inc.	\$ 6,069.00
• Wascon, Inc	\$ 5,398.47
• The Pool TML	\$10,649.00
• The Pool TML	\$33,656.00
• The Pool TML	\$51,485.00
• Commonwealth Chemical	\$15,400.00
• J. R. & Assoc.	\$12,436.00
• CEC	\$37,798.24

Motion to approve: Wilson Second: Thornburg Vote: All aye

B. Facilities - No Matters

C. Personnel - No Matters

VII. Legislation -

1. Ordinance 2018-4, Amend Certain Sections of Title 14, Chapter 2 of the Belle Meade Zoning to Clarify the Jurisdiction and Powers of the Board of Zoning Appeals, on First Reading.


No Motion Needed, still Deferred


VIII. Other Matters -

Change Order was presented for Harding Place Sidewalks to include driveway demo & replacement with sidewalk at 4416 Harding Place for \$1,443.00.

Motion to approve: Wilson Second: Weigel Vote: All aye

Meeting adjourned at 5:30pm



Mayor James Hunt


City Recorder Charlotte Hunter