

Minutes
Board of Commissioners "Zoom" Meeting
February 17, 2021

Call to order

The meeting was called to order by Mayor James Hunt at 4:00pm via "Zoom"

Commissioners present by "Zoom" software platform

James Hunt, Mayor Rusty Moore, Vice Mayor Louise Bryan
Bob Weigel Haley Dale

Staff members present

Beth Reardon, City Manager Vince Higgins, Interim Police Chief
Lyle Patterson, Assistant City Manager and Building Official
Doug Berry, City Attorney Leigh Mills, Director of Finance and HR
Larry Smith, Public Works Director Edie Glaser, City Recorder

- I. **Pledge of Allegiance** - led by Mayor Jim Hunt
- II. **Public Comment** - No comments
- III. **Minutes** - regular scheduled meeting held January 20, 2021

Motion to approve the minutes: Dale Second: Bryan Vote: All Aye

Minutes - special scheduled meeting held January 27, 2021

Motion to approve the minutes: Moore Second: Dale Vote: All Aye

IV. Public Works

- 1. Monthly Reports submitted by Director Smith reviewed
- 2. Bid Results for Harding Place Sidewalk Project, Phase II

The City held a public bid opening on February 11, 2021 for the Harding Place Sidewalk Project, Phase II. Nine contractors were notified by Public Works Director Smith of the project. Five picked up a bid specifications and two submitted a bid packet.

InSite, Inc. with a bid amount of \$ 77,900.00

Sessions Paving Company, Inc. with a bid amount of \$121,228.00

Public Works Director Larry Smith and City Manager Beth Reardon recommend awarding the contract to InSite, Inc. They were the subcontractor for the Harding Place Sidewalk Phase I project and did an excellent job especially with the concrete finish and traffic control. The City will be using a portion of the Local Revenue Grant Funds from the State of Tennessee in the amount of \$61,125.00 towards the project. The net cost to the City would be \$16,775.00 if the contract is awarded to InSite, Inc.

Motion to approve the bid from OnSite, Inc. for the Harding Place Sidewalk work: Moore Second: Weigel Vote: All Aye

3. **Update on the Belle Meade Together Master Plan** - presented by Commissioner Louise Bryan. The Belle Meade Together Master Plan with the contract with Kimley Horn is fifty percent complete. The majority of that work is the data collection and context, the website, the video that updates the public on the City website and stakeholder engagement. There were four different meeting times with stakeholders. The development of the Master Plan is about one third complete. Gavin Duke, resident, and landscape architect

has agreed to participate in the design direction and design elements used in the strategy toolkits. We look forward to having the final master plan by April 2021. This is a series of recommendations based on community input, this is not anything that we are committed to doing.

V. City Services

A. Public Safety - Reports submitted by Interim Police Chief Vince Higgins reviewed.

The City Court Clerk to make the correction of the typo on the Clerk's Monthly Stats Report for January 2021 mileage and give to City Recorder to file.

Statistic Summary Report January 2021

<u>247</u>	Citations Issued	<u>6</u>	Traffic Crashes	<u>19</u>	Alarms
<u>1</u>	Burglary	<u>1</u>	Theft of Property	<u>6</u>	Arrests

License Plate Removal (LPR) Report

<u>6</u>	Stolen Tags	<u>6</u>	Stolen Vehicle	<u>0</u>	Arrests
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2. **Proclamation Honoring Officer Dee Howell's Retirement** - deferred for one month.

B. Health and Sanitation -

1. **Monthly Reports** - submitted by Nathan McVay reviewed.

C. Building/Zoning/Planning

1. **Monthly Reports** - submitted by Assistant City Manager and Building Official Lyle Patterson reviewed.

<u>14</u>	Permits Issued	\$1,060,756.00	estimated construction cost
<u>2</u>	Permits Closed		
<u>1</u>	Grading/Soil/Disturbance Permits		
<u>0</u>	Stormwater Complaints Filed		

2. **Activity Permit Request for St. George's Farmers' Market**

Martha Rodes, Staff member of St. George's Episcopal Church, is requesting a permit to run the Farmer's Market starting May 6 through August 26, 2021. This will take place every Thursday opening at 3:30pm and closing at 6:00pm. Set up for the vendors will start at 2:30pm. This will be located in the Parking Lot to the left of the Church. The same location as last year. We will again have volunteer's this year to see that the traffic is not an issue. Last year the market raised \$4,200.00 to donate to The Nashville Food Project.

Motion to approve the Activity Permit for St. George's Farmers Market:

Moore Second: Bryan Vote: All Aye

3. **Appointment of Doug Hale as full member of BZA**

Motion to approve Doug Hale as full member of the BZA: Dale

Second: Weigel Vote: All Aye

D. Waste Collection - NO MATTERS

E. Monthly Reports by Laura Katherine Wood, the Beautification Committee had its regularly scheduled meeting in February. Currently we are working on the text and images for our website page that will be attached to the City of Belle Meade website. Our three goals for the website will be

education, preservation, and beautification. Preservation will give us an opportunity to highlight some of the grand gardens in Belle Meade. Education will include topics such as rain barrels and composting just to name a few and beautification will include articles we have had about pruning and planting with attached links for those who would like additional information on an article. There will be a page on the website that will be dedicated to donations at different levels. We hope to launch the website by the end of March. Fundraising letters will be mailed out by the second week in March.

F. City Communications - No Matters

IV. Administration

A. Financial

1. Financial Statements - December 2020
2. Investment Schedules
3. Approval of Invoices over \$5,000

- Chrysler Dodge Jeep Ram of Columbia \$ 8,652.00
(New Equipment for the two new Ford Explorer SUVs for the Police Department).
- Digital-Ally \$ 5,338.94
(Police Department in car camera's)
- Kimley Horn \$16,220.00
- SCI Technologies, Inc. \$39,000.00
(One Year Service Agreement with SkyCop)
- Wascon, Inc. \$ 6,149.50

Motion to approve Invoices over \$5,000: Weigel Second: Moore
Vote: All Aye

B. Facilities - NO MATTERS

C. Personnel - NO MATTERS

VII. LEGISLATION

1. Resolution 2021-01, Amending Ordinance 2020-1, Budget Appropriations for Fiscal Year 2020-2021

Finance Director Leigh Mills explained the three reasons for the decrease in revenue. First, we are in the final year of the hall tax with only one final payment remaining to the City. Second, the off duty police work income decrease due to Covid and third, the change in interest rates. In addition, expense adjustments need to be made for Belle Meade Boulevard lighting and City road paving. This brings a total expense change adjustment of \$316,000.00.

Mills commented that net revenue in the Sewer Fund is decreasing due to Metro increasing their processing fees.

City Manager Beth Reardon and Staff will be meeting with Buddy Petty who is currently doing the sewer rate study for the City of Belle Meade. The final report should be complete in mid-late March.

Commissioner Bryan and Mayor Hunt suggested the vote be deferred one month to include an addendum to the budget.

Motion to defer the vote on Legislation Resolution 2020-01, Amending the budget for one month: Bryan Second: Moore Vote: All Aye

2. Resolution 2021-02, Establishing a Public Safety Employee Trust Fund to Administer the David and Cindy Wilds Excellence of Service Award.

Mr. and Mrs. David Wilds made a \$20,000.00 private donation establishing a fund for the benefit of all police department employees. The purpose of the David and Cindy Wilds Exemplary Service Award Fund shall be to recognize exemplary service by police department employees in the execution of the duties of the Belle Meade police department. There are no time limits on when or how often this is awarded. A Fund Committee will be established consisting of the City Manager, Assistant City Manager, Police Chief, Finance Director, and the City Mayor or an appointed Commissioner. The award amount will be five hundred dollars an individual. Nominations for the award will be put in writing and submitted to the Chairman of the Fund Committee. This will be an open fund to anyone who wanted to contribute to the police department under the Exemplary Service Award category.

**Motion to approve the David and Cindy Wilds Exemplary Service Award Fund pending removal of the word "Trust" in the name of the Award: Dale
Second: Moore Vote: All Aye**

V. OTHER MATTERS

1. Legislation Update - Tennessee State Legislature - Commissioner Haley Dale update on Legislature activities.

There is a bill that would allow two votes from a registered LLC to vote in a local election regardless of residency requirements outside of needing to be a resident of the State of Tennessee. There are several properties in the City of Belle Meade that are owned by LLC. Those numbers could affect our local elections.

The State required certification hours for CMFO's has been decreased from 24 hours to 16 hours.

A bill was presented concerning the right of way with a property. The bill seeks to prevent municipalities from holding a conditional approval.

A bill was presented that would allow a City to ban entirely any vape products or tobacco use in their Park.

A bill has been presented by House Chair Finance Representative Patsy Hazlewood regarding doing a balanced budget every year for municipal, local, and Metropolitan Governments.

Senator Gardenhire has introduced a bill that would allow Municipal Governments to reinstate a hall tax should they see fit, or should it be financially necessary.

2. Request to Approve Bankruptcy Plan - In February 2020, the City signed a claim for payment of 2018 and 2019 delinquent property taxes in a Chapter 11 bankruptcy case to a Belle Meade property owner. The attorney representing the property owner has requested the City Commissioners vote in favor of the proposed bankruptcy plan that will be submitted to the Court. The plan proposes the sale of the house and property in Belle Meade. Any votes by creditors in favor of the proposed plan would be beneficial to the confirmation for the plan and help move the bankruptcy process along.

Request failed, due to lack of a motion.

Meeting adjourned 6:33pm

Mayor Jim Hunt

City Recorder Edie Glaser