

**Minutes
Board of Commissioners
Of the City of Belle Meade
July 15, 2020**

Call to Order

The meeting was called to order by James Hunt, Mayor at 4:00pm

Commissioners present by "Zoom" software platform

James Hunt, Mayor Louise Bryan, Vice Mayor Cathy Altenbern
Rusty Moore Bob Weigel

City Staff Members present

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

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

II. **Public Comment**

Metro Council Member Thom Druffel gave an update on Metro Council activities. Currently they are discussing the Home Business Bill that is outside the City. This bill will not affect the City of Belle Meade.

III. **Minutes - regular meeting held June 17, 2020**

Motion to approve with correction: Bryan Second: Moore Vote: All aye

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

2. Proposal from Barge Cauthen and Associates for civil engineering services for the annual street resurfacing project reviewed.

The proposed total amount is \$16,500.00.

The City plans to pave Chancery Lane (North and South), Honeywood Drive and Lynwood Boulevard (behind Lynwood Terrace) this year. Barge Cauthen estimates the cost of the project to be \$307,175.00. The amount of \$253,191.00 will be covered by the MOU with Metro Nashville for Roadway Maintenance this fiscal year. City Manager, Beth Reardon and Public Works Director, Larry Smith recommend the proposal of \$16,500.00 for civil engineering services from Barge Cauthen and Associates.

Motion to approve Barge Cauthen and Associates proposal of \$16,500.00:

Moore Second: Bryan Vote: All aye

3. Request for a Parade Permit for the annual 5K Boulevard Bolt that is scheduled (pending) Thursday, November 26, 2020 from 7:00am - 10:00am.

Per Beth Reardon, Molly Craig, the Event Coordinator will be meeting with her Board to decide if the event will be a virtual run this year due to Covid or an in-person run. Once the decision is made, she will confirm with Beth Reardon the status of the Bolt.

Motion to defer for thirty days: Altenbern Second: Moore Vote: All aye

Commissioner, Louise Bryan, addressed City Attorney, Doug Berry, asking if there should be some Covid 19 language added to the existing City of Belle Meade Parade Permit?

Berry responded that Cities do not have any liability for permitting events. Reardon added in order to receive a Parade Permit an application has to be formally addressed to the Board of Commissioners for approval. A Solicitors Permit is granted by the City Manager.

4. Proposal from Barge Cauthen and Associates Civil Engineers for City Wide Streets Condition Inventory and Maintenance Schedule. The proposed amount is \$29,500.00.

City Manager, Beth Reardon, commented that the first inventory was completed by Barge Cauthen and Associates Fall of 2013.

Motion to approve the proposal of \$29,500.00 from Barge Cauthen and Associates: Moore Second: Altenbern Vote: All Aye

5. Update on Belle Meade Boulevard Street Light Replacement

City Manager, Beth Reardon, stated that the Mayor has signed the letter to NES giving them permission to purchase the fixtures. NES is required to get three bids. NES will purchase and stock the fixtures for the City of Belle Meade. At that time, they will then compute what the upfront cost will be or the cost over the 18.2 years that TVA requires. The Commission will decide what method of payment they would like to use.

V. City Services

A. Public Safety - Reports submitted by Chief T. Eads reviewed.
Statistics Summary June 2020

92 Citations Issued	12 Traffic Crashes	31 Alarms
0 Burglary	1 Theft	3 Arrests

License Plate Removal (LPR) Report
2 - Stolen Vehicles 1 - Stolen Tag

Chief Eads commented on the choke point they created on Lynwood Boulevard. They did a 3 day snapshot of speed and the result was that speed had decreased. The average speed is staying stable according to the data. Commissioner Moore would like the summary of the results to be shared to the residents on Lynwood. Chief Eads will see that the results are shared in the City's newsletter and sent to the neighborhood watch Captains.

B. Health and Sanitation - Reports submitted to Nathan McVay reviewed.

2. Proposal from Civil and Environmental Consultants for professional engineering services related to the Sanitary Sewer System Modeling Project. CEC is proposing a total not-to-exceed cost of \$25,000.00. City Manager, Beth Reardon, and Public Works Director, Larry Smith, recommend the proposal. City Engineer, Steve Casey, commented that the proposal is more than just modeling. The proposal will include a bid package with plans and specifications for the model. There is also some budget included for limited construction oversight.

Motion to approve \$25,000.00 for Proposal from CEC for Sewer System Modeling Project: Weigel Second: Bryan Vote: All Aye

C. Building/Zoning/Planning

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

11 Permits Issued \$7,282,566.00 estimated construction cost

7 Permits Closed

2 Grading/Soil Disturbance Permits

0 Closed

0 Stormwater Complaints Filed

2. Application of Activity Permit from Belle Meade Plantation

Activity Report submitted by Alton Kelley was reviewed by the Commissioners. It was noted that COVID-19 has greatly affected the number of events and visitors to the Plantation.

D. Waste Collection - NO MATTERS

E. Beautification/ Landscape - Monthly report by Laura Katherine Wood. Donation total \$57,755.00 to date. The mailbox planting fundraiser will take place in the Spring of 2021. Building Official and Assistant City Manager, Lyle Paterson, displayed the draft of the new Tree Removal Permit Application. This will be approved and on the City's website soon.

F. City Communications - NO MATTERS

VI. Administration

A. Finance

1. Financial Statements June 2020 - submitted by Leigh Mills

Finance Director, Leigh Mills, commented these numbers will change in the next six weeks due to the Hall Tax and State Shared Revenue.

2. Investment Schedules

3. Approval of Invoices over \$5,000

Commonwealth Chemical INC. \$24,640.00

Local Government Corporation \$24,478.00

J.R. and Associates \$12,426.00

Motion to approve Invoices over \$5,000: Weigel Second: Altenbern

Vote: All Aye

B. Facilities - NO MATTERS

D. Personnel - NO MATTERS

VII. LEGISLATION -

1. Ordinance 2020-4, Amending Section 14-201 (6) and Appendix F of The Belle Meade Zoning Code to Modify Certain Provisions Concerning Reconstruction of Non-Conforming Structures and Change Legal Use, on first reading.

Motion to defer for 30 days: Moore Second: Bryan Vote: All Aye

VII. OTHER MATTERS

1. Early Voting and Election Day - Covid 19 Rules and Regulations are being enforced for Early Voting scheduled at Belle Meade City Hall Friday, July 17 through Saturday, August 1, 2020.

The temporary left turn lane signs will be put up for a week to 10 days by Public Works.

Mayor Jim Hunt will be running for re-election. Commissioner Cathy Altenbern will be leaving the Board. A Board position will be available.

The next scheduled meeting of the Board of Commissioners will be Wednesday, September 16, 2020

Motion adjourned at 5:45pm

Mayor Jim Hunt

City Recorder Edie Glaser