

**Minutes  
Board of Commissioners  
Of the City of Belle Meade  
March 18, 2020**

**Call to Order**

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

**Commissioners present**

James Hunt, Mayor                      Bob Weigel                      Cathy Altenbern  
Rust Moore

**City Staff Members present**

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

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

II. **Public Comments** - None

III. **Minutes** -

Regular meeting held February 19, 2020

**Motion to approve:** Altenbern      **Second:** Moore      **Vote:** All Aye

IV. **Public Works** -

1. Monthly Reports submitted by L. Smith reviewed.

2. Proposal to Install Pavement Markings or Signage on Belle Meade Boulevard for Pass/Turn Only.

Mayor Hunt commented that this was talked about at the Commissioners Retreat and will become part of our master plan.

**Motion to remove from Agenda:** Altenbern      **Second:** Moore      **Vote:** All Aye

V. **City Services**

**A. Public Safety**

1. Monthly reports submitted by Chief T. Eads reviewed

Statistics Summary February 2020

<u>326</u>	Traffic Citations	<u>9</u>	Traffic Crashes	<u>29</u>	Alarms
<u>0</u>	Burglary	<u>1</u>	Theft	<u>8</u>	Arrests

Commissioner Weigel asked Chief Eads what the difference is between burglary and theft of property? Chief Eads explained if it comes out of a residence it is considered a burglary. Any item of value stolen out of a home is classified as a burglary. Theft of property can be a secondary offense to that. If something is taken out of a non-residential such as a detached garage, construction site, or stolen car for example, it is considered a theft.

Commissioner Weigel commented that the virus may lead us into a recession and crime could increase with that. Chief Eads commented that the area Chiefs communicate and typically if there is some type of trend, we will hear about it and how we formulate a plan will depend on what that particular trend is.

Chief Eads made a correction to the Court Clerk Statistic Report (page eleven) and submitted it to the City Recorder. Chief Eads announced that he along with Lyle Patterson, Assistant City Manager, have started an officer recognition program. When an officer is chosen for this program, we will have them attend one of the Board of Commissioners meetings to be recognized. It will be added to the Agenda along with a brief synopsis of why he has been chosen.

LPR (License Plate Recognition Reader) February 2020  
9 Stolen License Plate 5 Gone on Arrival 2 Recovered/Arrest Made  
1 Suspect Fled 3 Stolen Vehicles 2 Recovered 1 Gone on Arrival

**B. Health and Sanitation** - Reports submitted by Nathan McVay reviewed.

**C. Building / Zoning / Planning**

1. Monthly Reports submitted by Lyle Patterson reviewed
  - 9 Permits Issued - \$1,025,053.00 Estimated Construction Cost
  - 1 Permit Closed
  - 2 Grading /Soil Disturbance Permits
  - 0 Closed
  - 0 Stormwater Complaints Filed

Commissioner Moore asked what time the workers could start in the City. Patterson responded, Monday through Friday, 7am-7pm, Saturday's 8am-5:00pm and no work on Sunday's.

Patterson commented that the Historic Zoning Commission (HZC) was doing a great job.

Patterson spoke on the "Zoom" teleconferencing platform explaining you can host a meeting of one hundred or more people. You can share the screen with the people that are attending the meeting. You do not have to have the video conferencing you can just do the audio if you wish. It is something that will be useful when working with the architects and the BZA.

**D. Waste Collection - No Matters**

Commissioner Moore asked if we should add another day to the cardboard recycling? B. Reardon replied that an additional day has been added just this week at not much cost. We have gone from two days a week to three.

**E. Beautification/Landscape**

B. Reardon commented that the Beautification Committee had a successful meeting recently. This was the first meeting where the members met at City Hall as opposed to a member's home. The committee discussed the current areas they plant and maintain in the City and additional areas that have no plantings. They had one hundred percent participation. Ceres Society donation letters were mailed out in March.

**F. City Communication - No Matters**

**VI. Administration**

**A. Finance**

1. Reports submitted by L. Mills reviewed.
2. Investment Schedules - February 2020

Commissioner Weigel pointed out a correction that needed to be made with the calendar year and the fiscal. L. Mills noted the correction for future reports.

3. Approval of Invoices over \$5,000

TDOT	\$6,214.70
Omnigo	\$6,870.24
Wascon	\$5,639.50
Wascon	\$9,980.00

Motion to Approve the Invoices over \$5,000: Moore Second: Altenburn  
Vote: All Aye

4. Recommendation for banking Services

B. Reardon explained that we are required every four years to bid out our banking services. She and Leigh Mills have been working on these bids. B. Reardon recommends we keep the current checking account we have. We are satisfied with the current service and relationship.

Motion to accept the recommendation of our City Manager for banking services based on her evaluation and procurement of the banking services: Moore  
Second: Altenbern Vote: All Aye

B. Facilities - NO MATTERS

C. Personnel - NO MATTERS

VII. LEGISLATION -

1. CONSIDERATION OF AMENDMENT ONE TO ORDINANCE 2019-11

Motion to approve the tree ordinance 2019 on second reading as it exists:  
Moore Second: Altenbern

2. Ordinance 2019-11, An Ordinance to Amend Title Twelve of the Belle Meade Municipal Code and Add a New Chapter Five Thereto Adopting Building Regulations for the Management and Protection of Trees

Motion to amend the ordinance as indicated in Amendment one: Altenbern  
Second: Moore

Commissioner Moore commented that we worked on this at the Commissioners Retreat and with a lot of input I think we feel good about this Amendment and the direction we are taking with this tree ordinance.

Commissioner Altenbern added she is still concerned on how the 12-512 will be enforced.

Patterson commented that once this is out there it is almost like the honor system. It is a law and we have to spread the word through email blast and newsletter. This 12-512 covers everybody. If you're not pulling a permit your still covered under the rules of not cutting the tree down.

Commission Moore suggested once we pass this, we should get a list of companies that cut trees down and send them a notification of our rules and hopefully get some cooperation there.

All in favor say Aye No opposed

Motion to continue the consideration of this ordinance for sixty days so that the public will have the opportunity to view it. Post it on our website so the public can review and comment before we vote on final reading: Moore  
Second: Altenbern All in favor: Aye No Opposed

**Other Matters**

Mayor Hunt stated that although we have not received the official note from the Governors office yet the primary item in the Bill is to allow virtual meetings and the availability of resources.

Mayor Hunt commented, everyone in the Community needs to join together, especially with our older people that do not have the same resources as some of us have in terms of email and Family. He and City Manager, Beth Reardon, will be crafting a letter to be sent out by email stressing the importance of communication and acknowledgment of your neighbors. We will start with the letters and then reach out to Neighborhood Watch.

Commissioner Moore thanked all the City employees for working every day especially the police.

Meeting adjourned at 5:04pm

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Mayor Jim Hunt

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City Recorder Edie Glaser