

MINUTES
BOARD OF COMMISSIONERS
OF THE CITY OF BELLE MEADE
OCTOBER 16, 2019

Call to Order

The meeting was called to order by James Hunt, Mayor, at 4:01pm.

Commissioners present

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

City staff members present

Beth Reardon, City Manager Tim Eads, Police Chief
Lyle Patterson, Building Official Larry Smith, Public Works Director
Doug Berry, City Attorney

I. Pledge of Allegiance - led by Mayor Hunt

II. Public Comment -

Metro Council member Thom Druffel gave an update on Metro Council activities and stated he is initiating a District 23 Partnership Council made up of the ten or so neighborhoods in the District. The purpose of this council is to identify and address common needs as well as build community relations. He encouraged a Commissioner to represent Belle Meade and come to the quarterly meetings. Commissioner Moore volunteered to do this.

Neighbors from Lynwood Blvd. between Abbott Martin and Glen Eden spoke about the increased volume and speeding issues on Lynwood. Present were Kay Lang, 420 Lynwood, Jennifer Johnson, 419 Lynwood, and Tom Starkey, 420B Lynwood. They requested the Commissioners institute some traffic calming measures to make their street safer. Three traffic studies have been completed and the police do make an effort to patrol and give tickets, but they cannot be on Lynwood enough to make a permanent difference in speeding and traffic volume.

CEO of Cheekwood, Jane MacLeod and Peter Grimaldi, VP of Gardens & Facilities, did a presentation for the Bracken Foundation Children's Garden that is under construction, and asked the City to consider a donation for this project of \$25,000 that could be paid in a lump sum or over several years.

III. Minutes -

Regular Meeting held September 18, 2019

Motion to approve: Moore Second: Altenbern Vote: All aye

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

2. Request for Contract Extension - Street Maintenance

The contract for Street Maintenance will expire on December 31, 2019 but has the option to extend for one more year. This is the last extension allowed

under the contract. Staff recommends Gibbs Brothers Construction contract be extended at the same pricing, as their service has been satisfactory.

Motion to approve: Altenbern Second: Moore Vote: All aye

4. Request for Contract Extension - Landscape Maintenance

The Landscape Maintenance contract with Landscape Services Inc. (LSI) expires on December 31st and can be extended at the same pricing for one additional year. Staff recommends extension, as their past service has been satisfactory.

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

V. City Services

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

265 Traffic citations 6 Traffic crashes 33 Alarm calls
0 Burglaries 0 Theft reports Arrests 7

2. Recognition of Accreditation Completion and Award

Chief Eads stated that the Belle Meade Police Department has just been granted accreditation status by the Tennessee Law Enforcement Accreditation Program (TLEA). Accreditation takes several years to complete, and the department has been working hard to achieve this goal. Special thanks to Sergeant Jon Carter for his leadership in managing this project. Representatives from TN Chiefs Association will make an official presentation at the November Board meeting.

B. Health and Sanitation - Reports submitted by N. McVay reviewed.

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

12 Permits issued ** \$ 1,340,000 Estimated construction cost
5 Permits closed ** 0 Grading/soil permits issued ** 0 Closed
0 Stormwater complaints filed

2. Proposal from Consultant to Historic Zoning Commission

The Historic Zoning Commission voted to recommend the engagement of consultant Phil Thomason of Thomason and Associates to assist them with the preparation of Interim Design Guidelines for the City-Wide Conservation Overlay. The total proposed project cost is \$13,560.00.

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

3. Appointment and Removal of Members to Municipal Planning Commission

Since Mal Wall is already serving on two other Boards, Mayor Hunt recommends removing him from the MPC and appointing Gavin Duke in his place. Gavin will serve as the required representative from the Historic Zoning Commission.

Motion to approve: Altenbern Second: Bryan Vote: All aye

D. Waste Collections - NO MATTERS

E. Beautification/Landscape

1. Purchase of Holiday Wreaths

Listed below are three price estimates for 140 evergreen wreaths with red bows that will be placed on the street signposts and at City Hall:

- Boy Scouts of America - Troop 6,
28" balsam fir wreath with red bow \$24.50 ea. TOTAL = \$3,430.00
- Cokesbury.com - 30" balsam fir
wreath with red bow \$36.79 ea. TOTAL = \$5,150.60
- LLBean.com - 30" traditional
balsam wreath with red bow \$54.95 ea. TOTAL = \$7,693.00

Motion to approve bid from Boy Scouts: Altenbern Second: Bryan Vote: All aye

F. City Communications - No Matters

VI. Administration -

A. Finance

1. **Financial Statements** - Reports will be issued at a later date.
2. **Investment Schedules** - Reports submitted by B. Reardon reviewed.
3. **Approval of invoices over \$5,000 -**
 - Commonwealth Chemical Inc. \$ 22,400.00
 - Kraft CPAs \$ 10,000.00
 - SkyCop \$ 13,338.00
 - Sessions Paving Company \$229,017.00

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

B. Facilities - No Matters

C. Personnel - Update on Position Openings

City Manager Reardon stated the City Recorder position was filled by Edie Glaser, who will start on Oct. 29th, and the Finance and Human Resources Director position was filled by Leigh Mills, who will start on November 1st.

VII. Legislation -

1. Ordinance 2019-9, Amend Title 14 of the Belle Meade Municipal Code (Hereinafter "The Zoning Code") to Apply a Neighborhood Conservation Overlay to All Four Zoning Districts in the City

City Attorney Berry recommended deferral at this time since the Historic Zoning Commission needs to draft the interim design guidelines, and that is something the consultant will assist them in preparing.

Motion to defer: Altenbern Second: Moore Vote: All aye

VIII. Other Matters - NONE

Meeting adjourned at 5:24pm

Mayor James Hunt

City Manager Beth Reardon