

**MINUTES  
BOARD OF COMMISSIONERS OF  
THE CITY OF BELLE MEADE  
SEPTEMBER 3, 2020  
SPECIAL MEETING**

**Call to Order**

The meeting was called to order by James Hunt, Mayor, at 3:00 pm.

**Commissioners present**

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

**City staff members present**

Beth Reardon, City Manager  
Doug Berry, City Attorney  
Edie Glaser, City Recorder  
Larry Smith, Public Works Director

**1. Consideration of Bids - Street Resurfacing Project**

A bid opening was held on August 31, 2020 for the 2020 Street Resurfacing Improvements. Public Works Director Smith contacted 12 paving companies when the bid packet was released. Of those, three companies submitted bids as follows:

	LUMP SUM	PERF. BOND	TOTAL
Jones Brothers Construction	\$203,665.00	\$2,036.00	\$205,701.00
Sessions Paving Company	\$206,080.00	\$2,000.00	\$208,080.00
Four Star Paving, LLC	\$228,400.00	\$2,500.00	\$230,900.00

Barge Cauthen reviewed the submitted bids and recommends awarding the contract to the lowest bidder, Jones Brothers Construction. Director Smith concurred, stating this contractor has worked for the City in the past and their work was satisfactory.

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

**2. Request for Approval of Master Plan Agreement from Kimley-Horn**

Staff and City Attorney Doug Berry reviewed the draft Agreement. Mr. Berry recommended several minor changes and clarifications to the Agreement, which were accepted by the Risk Management Group at Kimley Horn. City Manager Reardon recommends approval.

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

**3. Request for Approval of Proposed Fee Estimate from Kimley-Horn**

City Manager Reardon reported that she, Vice-Mayor Bryan, Commissioner Moore, and Assistant City Manager/Building Official Lyle Patterson met with Kimley-Horn team members to draft the Master Plan scope. Based on discussions, Kimley-Horn felt that their original cost estimate given in their RFQ submittal was sufficient. City Manager Reardon recommended approving the cost estimate now, and if any changes are proposed in the future, they can be dealt with separately.

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

**4. Appointment of Belle Meade Boulevard Resident to Master Plan Steering Committee**

During the Master Plan Selection Committee's discussions with Kimley Horn, it was noted that no resident from Belle Meade Boulevard was on the Steering Committee and should be since it is the largest and most prominent street in the City. Commissioner Moore stated he had spoken with Mrs. Phyllis Vandewater of 511 Belle Meade Blvd. and she was very enthused about being added to the Steering Committee.

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

**5. Appointment of Erick Clifford as Alternate for the BZA**

Mayor Hunt had submitted Mr. Clifford's bio and stated he was a great candidate to serve on the BZA.

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

There being no more matters, the meeting adjourned at 5:04pm

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Mayor James Hunt

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City Recorder Edie Glaser