

**Minutes**  
**Board of Commissioners "Zoom" Meeting**  
**March 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

**Staff members present**

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

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

II.    **Public Comments** -

Metro Council Member Thom Druffel stated

Gray Thornburg, 1212 Nichol Lane, commented that it would be helpful if the previous months Minutes and the Agenda Packet were put on the website.

Marshall Sanders, 310 Walnut Drive, on behalf of the neighbors on Walnut Drive I wanted to comment that we appreciate you taking the time to read our late night memo and wondering if you have any comments on it? Our next step is that we plan to submit a formal appeal letter to the Historic Zoning Commission this week.

Mayor Hunt responded that when we get to the building, planning, and zoning portion of the meeting our Building Official, Lyle Patterson and City Attorney, Doug Berry will comment on the Historic Zoning Commission.

III.   **Minutes** - regular scheduled meeting held February 17, 2021

**Motion to approve the minutes: Moore            Second: Bryan            Vote: All Aye**

IV.    **Public Works**

1.    **Monthly Reports** submitted by Director Larry Smith reviewed.

2.    **Three Priority Belle Meade Together Master Plan Projects** - presented by Commissioner Louise Bryan. Commissioner Bryan stated we are nearing the end of the long term planning, that is a series of recommendations based on citizen input, and strategic planning from Kimley Horn Consulting Firm. They plan to present to the public in May with short, medium, and long term recommendations. Covid has enhanced our need for some additional traffic calming and walkability in our neighborhoods. There are three projects that Commissioner Bryan recommends we move forward with now. These projects were in progress but put on hold when we hired Kimley Horn. These projects are supported by our residents and in most cases, we have already invested in the traffic studies with Metro and with the civil engineering firms. The first priority project I am recommending are:  
*-right turn only on Jackson Boulevard on to Harding Pike and left turn signal at Belle Meade Boulevard and Harding Pike (Item 1)*

This will assist in reducing the amount of cut through traffic on Harding. With adding the left turn signal at Belle Meade Boulevard, we hope this will better distribute traffic and large construction vehicles off of Jackson and on to Belle Meade Boulevard.

*-Traffic calming measures on Lynwood and Jackson Boulevard (Item 2)*

We have three traffic studies that show that Lynwood is suffering from higher traffic volume, not necessarily higher traffic speed. Kimley Horn recommends putting in place a demonstration project. This project would be a landscaped traffic design called a chicane. It would be temporary, reversable and removable on Lynwood and possibly Jackson Boulevard to show residents and test its efficient. It should reduce volume and speed. The demonstration project would be tested about 6 weeks. If the feedback is positive and works, we would then move forward with a long tern chicane design that would consist of beautiful landscaping and possibly stonework.

Commissioner Moore asked, do we have any kind of traffic study that would tell us where the traffic would divert to, would it go to Westview?

Commissioner Bryan responded that she will be working with Chief Williams on the studies to see what is happening with the traffic during the demonstration project. If we approve this to move forward tonight the next step would be to meet with the residents on the street to inform them of the demonstration project, how it works and that it is reversible.

*Sidewalk completion along Harding Pike between Belle Meade Boulevard and Lynwood Boulevard (Item 3).* We will set up a meeting with staff, Kimley Horn, and St. Georges Church to discuss this project.

**Motion for Item 1 that we no longer have our hold on our project at the end of Belle Mead Boulevard for the left turn and eliminating the left turn on Jackson and authorize staff to move forward with the project: Moore**

**Second: Weigel Vote: All aye**

The Commissioners decided to revisit Item #2 and Item #3 at the next Commissioners meeting.

3. Consideration of Citizen Survey - Commissioner Weigel stated he feels the chipper service with The Parke Company that the City provides the residents once a week should be changed to every other week and would like to survey the residents on the change if it was made.

Mayor Hunt would like to expand the survey to include two or three questions in the survey. City Manager, Beth Reardon stated we pay \$12700.00 a month for the current service.

The Commissioners decided they will combine some suggestions of things to be included in the survey and revisit it before the survey is done.

**V. City Services -**

**A. Public Safety** - Chief Williams stated Sergeant John Carter retired this month. The Department will be having two new hires and two new promotions.

**1. Monthly Reports** - Reports submitted by Police Chief Williams. Commissioner Moore asked Chief Williams his plan for speeding on Belle Meade Boulevard and the left lane. Williams responded he is excited about being a part of the Belle Meade Master Plan to have a voice and perhaps have better signage on the Boulevard to help remedy those issues.

**Statistic Summary Report February 2021**

<u>176</u> Citations	<u>7</u> Traffic Crashes	<u>24</u> Alarms
<u>1</u> Burglary	<u>0</u> Theft of Property	<u>2</u> Arrests

**License Plate Removal (LPR) Report**  
2 License Plate Stolen 4 Stolen Vehicles

**2. Request to Purchase Replacement Speed Monitoring Signs** - the Police Department utilizes portable RADAR signs. Two of the four signs were damaged during a severe storm. Our insurance reimbursed us \$5,562.00 to have them replaced. Of the three quotes provided below, Chief recommends we purchase two Stalker RADAR signs. The insurance money will cover all but \$288.00 of the new equipment cost.

Three estimates were received, as follows:

1. All Traffic Solutions, 2 shield 12 speed display signs, includes batteries and chargers, 3 year warranty with one year of software in quote.  
\$1,500.00 fee annually per sign for complete database access  
Total: \$11,870.00

2. Radar Sign, 2 displays with data collection software, includes mounting hardware, batteries, and chargers, 1x software fee per sign of \$275.00, with no additional annual fees  
Total: \$6,023.00

3. Stalker Radar, 2, 12" PMG signs with software, includes mounting hardware, batteries and chargers, no software fees or annual fees, 2 year warranty  
Total: \$5,850.00

**Motion to approve two Stalker Radar signs for \$5,850.00: Moore**  
**Second: Weigel      Vote: All aye**

**3. Request to Purchase In-Car Camera** - the In-Car Video System in Unit 1710 is no longer functioning. Digital Ally's tech concluded that the system will no longer work, and it would cost more to have it repaired than to replace the camera. Chief Williams recommends replacing the old system with the newer system. There is \$2,000.00 budgeted for repair costs to camera systems in this year's budget that will cover the bulk of the \$2,655.00 cost of the new system. This camera will be purchased through federal contract #GS-07F-095CA, which relieves us of the requirement to obtain competitive bids.

Digital Ally DVM-800 Complete Kit, V2 LITE- \$2,595.00, Activation fee is \$30.00, freight \$30.00  
Total Equipment Cost: \$2,655.00

**Motion to approve the total cost of \$2,655.00 to replace the In-Car Camera:**  
**Weigel      Second: Moore      Vote: All Aye**

**4. Proclamation Honoring Office Dee Howell's Retirement** - presented by Chief Chuck Williams and congratulations extended to Dee Howell by the Commissioner's

**B. Health and Sanitation**

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

**C. Building/Zoning/Planning**

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

14 Permits Issued \$4,524,221.00 estimated construction cost

- 1 Permit Closed
- 1 Grading/Soil/Disturbance Permit
- 0 Stormwater Complaints Filed

Lyle Patterson stated that Steve Cates, 325 Walnut, came before the Historic Zoning Commission on Tuesday, March 16, 2021 applying for a Demolition Permit and a Building Permit. The Board found no historical significance of the existing home and approved the Demolition Permit. The plans were submitted for the new build. The new plans were under their allowables in height and in the FAR (floor,area,ratio). It was completely inside the building envelope. During that meeting, the neighbors expressed their concern over the height of the home. A request was made to lower the home which has been done. I have seen the elevations and the home was lowered one foot.

Marshall Sanders, 310 Walnut, stated he represented some neighbors who were concerned with the height and size of the proposed house and they felt it did not fit the character of the neighborhood. What recourse do we have?

City Attorney, Doug Berry, stated the Board of Commissioners does not have any appellate jurisdiction of the Historic Zoning Commission. The neighbors could ask the Historic Zoning Commission to reconsider their vote. Going back to the HZC would not be an appeal, they would be asking them to rehear the matter. The HZC does not have to rehear it, it is within their discretion to do so.

**E. Beautification/ Landscape** - monthly reports submitted by Laura Katherine Wood. Fundraising letters have been mailed out. We have started our list of recommended planting for Kimley Horn for the Belle Meade Together Master Plan.

**F. City Communications - NO MATTERS**

**IV. Administration**

**A. Finance**

1. Financial Statements - January 2021
2. Investment Schedules -
3. Approval of Invoices over \$5,000

o Barge Cauthen	\$ 7,890.00	(engineering services)
o Commonwealth Chemical Inc.	\$ 8,333.25	(chemical supplies)
o Datasource Mobility	\$21,568.75	(police tablets)
o Kimley-Horn	\$11,750.00	
o Omnigo Software	\$ 7,807.16	
o Sammie Gibbs Construction	\$72,385.00	(snow removal)
o Straeffer Pump and Supply	\$12,455.00	
o Wascon Inc.	\$ 6,635.50	
o Wascon Inc.	\$ 5,925.28	

Motion to approve invoices over \$5,000: Moore Second: Bryan  
 Vote: All Aye

**B. Facilities - NO MATTERS**

**C. Personnel - NO MATTERS**

**VII. LEGISLATION**

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

Motion to approve Resolution 2021-01, Amending Ordinance 2020-01: Bryan  
Second: Weigel      Vote: All Aye

**VIII. OTHER MATTERS**

1. Update on Belle Meade Boulevard Street Lights - Mayor Hunt stated he will have some information within the next few months on the clarification from NES on the contract and MOU.

There are some NES light poles on Belle Meade Boulevard that are leaning. Mayor Hunt and Public Works Director Larry Smith continue to contact NES to see if there is anything they can do about it.

Meeting adjourned 6:22pm

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Mayor James V. Hunt

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City Recorder Edie Glaser