

investigation and provide residents with a stronger sense of security. Thornburg also requested a committee be established, including residents and commissioners and police to determine where new cameras should be added.

Tom Starkey, resident at 420B Lynwood Boulevard, inquired about traffic calming measures, referencing previous meetings, requesting an update on those measures.

- Bryan: The master plan was finalized and adopted by the commissioners. Lynwood Boulevard, Lynwood Terrace, Harding Pike and Jackson Boulevard have been prioritized. We have received a grant from TDOT to install a sidewalk on Harding Pike. The funds must be approved before we can spend them.
- Dale: We are currently working on the budget, and funds are in the budget for these projects, which will be approved in June for the upcoming fiscal year.
- Starkey: It would be done within a year?
- Mayor Moore: Capital expenditures are included in the budget, then presented to the Board of Commissioners for approval.
- Starkey: What about the city wide 25 mile per hour speed limit?
- Bryan: Metro has changed their signs, and our master plan does include changing the speed limit on those streets in Belle Meade that connect to Metro streets. We do not have a recommendation to change all of our streets to 25 mile per hour; our road consultants have said that is not the best option.

Public Comments Closed

III. Election of Vice Mayor

Bryan nominated Haley Dale, noting her work on the compensation study for the employees of the City of Belle Meade, advocating for residents publicly and privately on stormwater issues and her analysis of the firms being considered for the search of the next City Manager.

Mayor Moore: If there are no additional nominations, all in favor of Haley Dale for Vice Mayor, Vote: All aye.

IV. Minutes - Regular meeting held March 24, 2022

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

V. Public Works

- 1. Monthly reports - no questions**
- 2. Estimates for New Pressure Washer**

<u>VENDOR</u>	<u>PRICE QUOTE</u>	<u>WARRANTY-ENGINE</u>	<u>WARRANTY-PUMP</u>
Parrish Equipment	\$4,500.00	3-Year	5-Year
KS Supply Pressure Washer Sales	\$4,825.00	3-Year	5-Year
Bradley Industrial Chemical	\$6,495.00	3-Year	5 Year

Smith stated that the current pressure washer has been in use for over 22 years and has outlived its usefulness. It is currently in for repairs and will be kept as a backup. They are requesting a new pressure washer with a higher psi, that will also provide stronger water force to assist to jet force mains, as well as clean storm drains, which will save hiring these out to contractors.

Director Smith recommends purchasing the pressure washer from Parrish Equipment as they have the lowest quote. Also, they are a local Nashville company who performs service and repairs in-house. There are sufficient funds in the Public Works budget to cover the cost.

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

3. Update on BMB Median Pathway Demonstration Project

Update provided by Commissioner Bryan

Last month the Commissioners approved the \$5,000 fee for the Civic Design Center to design the BMB median pathway demonstration, as well as assist the City with publicity and signage design. This will show the experience of walking in the center of the median along Belle Meade Blvd. This is part of the master plan to improve pedestrian safety while on Belle Meade Boulevard. This is a desire of pedestrians and vehicle drivers. It is a demonstration only, this is not a recommendation to a permanent walkway.

Bryan attended the April 11th Beautification Committee meeting to request their participation in landscape design for this project, as well as contribute to the design fee. Bryan stated the committee voted unanimously to pay \$2,500 (half of the Civic Design Center fee) and they are excited about having the opportunity to select plantings for the project. Beautification has a substantial fund balance, and the committee is reserving most of it for future upgrades on the Boulevard medians.

The Civic Design Center fee does not include materials to build out the project. Bryan stated that she had walked the medians with Nathan McVay and Dylan Hood of Public Works, and they have provided feedback on the easiest and most inexpensive way to complete the project.

Public Works has obtained price quotes for the materials needed to construct the Belle Meade Boulevard Median Pathway Demonstration projects. The first project will be located in the two medians directly behind the entrance median with the horses and sign. The plan is to install a six-foot-wide pathway composed of stone interlocking pavers and gravel that will simulate what a possible permanent pedestrian pathway would look like. The Civic Design Center has provided a diagram of the layout for the pathway and our Public works department will be responsible for the installation of the temporary pathway. We plan to have the first project ready by Thursday, May 12th, which is also the second week for the St. George's Farmers Market. We will have a table set up at the Market with information about the demonstration project and to collect public comments.

The second project will be installed in the last BMB median by the Warner Park entrance, prior to June 19th, in time for the Cheekwood Antique Car Parade. All materials from the first project can be re-used, with the exception of the purchase of one or two additional Geotextile fabric rolls.

The following items are needed for the temporary construction, and all have been approved by the City Manager, as per Code Section 5-109(3), allowing approval for all purchases less than \$3,000:

• Geotextile fabric - 2 rolls	\$459.00 per	\$ 918.00
• 1/2" gravel - 26 tons	\$ 23.25/ton	\$ 604.50
• "PaveDrain " pavers + \$55.00 freight	\$ 6.45 each	\$ 674.20
6 ft wide x 8 ft. long = 96 pavers		
• Mini skid steer, dump trailer, compactor		\$2,961.25
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TOTAL		\$5,157.95

A dump truck and bobcat will be needed when moving the materials to the second project location. This cost will be covered under the current Street Maintenance contract with Gibbs Brothers Construction.

- Dale: What will the demonstration sidewalk be?
- Bryan: It will be composed of the PaveDrain pavers?

Public Works Director Smith provided a description of the installation and products, noting that they would be digging six to 10 inches in so the materials would be level. The dirt and materials will be stored at the AT&T boxes which is the city's street by the Werthan lot at Tyne.

- Dale: What condition will the medians be left in when the project is finished?
- Smith: The pavers will be pulled out and the dirt we have stored will be replaced, and we will seed and straw.
- Dale: How long will this remain in place?
- City Manager Reardon: From May 12th until the middle of June, then they will be moved to the other end of the Boulevard for the demonstration which will coincide with Cheekwood's Antique Car Parade.

Motion to accept the price quote, including additional monies up to \$6,000 to cover unexpected overruns: Bryan Second: Weigel
Vote: All aye

4. Progress Update - TDOT Multimodal Grant Project

City Manager Reardon stated that she had recently been notified that our contract for the Multimodal Project is ready for our review, stating she would be finalizing that for submission to TDOT; once TDOT accepts the contract the city will be ready to prepare requests for qualifications for engineering and design. We will need to advertise on the TDOT website for a minimum of four weeks, and only firms pre-qualified by TDOT are eligible to be considered. There is a substantial list on the TDOT website from across the state of Tennessee, and several in Middle Tennessee, including ones we have worked with in the past. Reardon stated that it does take time, it is a slow process noting that once a firm is chosen we can begin the environmental phase and the design phase would follow.

5. Progress Update - State & Local Fiscal Recovery Funds

Reardon stated that April 30th is the deadline for reporting our projects eligible funding to the federal government. The treasury's final rule was approved this month, and she will be reviewing the rule to confirm that our projects comply with the final rule restrictions. Reardon noted that she will also seek assistance for review from MTAS and or the state Finance Department

who has been working with a consulting group that are also available to assist; this review will prevent a rejection by the U.S. Treasury.

VI. City Services

A. Public Safety

1. Monthly Reports - submitted by Police Chief Williams
Chief Williams provided an update on the THSO Grant stating that an application was submitted in March for \$40,000, noting that last year the amount was in the mid-\$30,000 range. This grant will assist with the salary for the part-time officer that works traffic enforcement on Fridays and Saturdays. Half of this grant goes to his salary and the other half is used for equipment. Approval is expected in October.

Statistics Summary March 2022

<u>298</u> Citations Issued	<u>6</u> Traffic Crashes	<u>38</u> Alarms
<u>1</u> Burglary	<u>1</u> Theft of Property	<u>4</u> Arrests

License Plate Recognition (LPR) Report

<u>2</u> - Stolen Vehicles	<u>2</u> - Stolen License Plates
<u>1</u> - Missing Person	<u>0</u> - Wanted Person

2. David & Cindy Wilds Outstanding Service Award - presented by Chief Williams

On March 25, 022, at 9 PM the Belle Meade Police Department received a call from the TBI about a possible Silver Alert Person, missing from Brentwood, that was on Hwy 70 near Old Hickory Blvd. Officers checked the area and initially did not locate anyone. At around 12:30 AM, Officer Hayley Doty observed a vehicle matching the description drive by her near the entrance of Percy Warner Park. Officer Doty confirmed the tag with the TBI and initiated a traffic stop on Belle Meade Blvd., where she located the missing elderly man. Officer Doty did an excellent job taking care of the missing person and keeping him calm until his wife arrived on the scene.

I am proud to recognize Officer Haley Doty with the David and Cindy Wilds' Outstanding Service Award.

3. Interlocal Agreement - Surveillance Cameras

City Manager Reardon stated that Forest Hills is pursuing a LPR and video camera system. They have asked to install their cameras in Belle Meade's existing two boxes at Lynwood Boulevard and Tyne Boulevard and Chickering Lane and Chickering Road. The cameras would point toward Forest Hills. We asked them to check with NES about adding the additional weight to the boxes, and we have a written statement from NES that it will not be an issue to install the additional cameras in the boxes on their poles. We contacted SkyCop to make sure there was no issue with service and billing, and they have said there will be no issue. The city attorney, Doug Berry has, at the request of Reardon, prepared an agreement between Forest Hills and Belle Meade, which also includes sharing fifty-fifty the cost of the wireless and electricity charges for operation. This also includes the \$30 connectivity fee charged by NES. This will save us about \$850 per year.

Motion to approve Interlocal Agreement between the city of Belle Meade and the city of Forest Hills: Dale **Second:** Bryan **Vote:** All aye

B. Health and Sanitation

1. Monthly Reports - submitted by Dylan Hood

C. Building/Zoning/Planning

1. Monthly Reports - submitted by Building Official Lyle Patterson, reviewed

15 Permits Issued \$8,553,680.00 estimated construction cost
2 Permit Closed
2 Grading/Soil/Disturbance Permits
0 Stormwater Complaints Filed

D. Waste Collection - No Matters

E. Beautification/Landscape

1. Monthly Report - Laura Katherine Wood

Wood stated that the committee is very excited about the demonstration project. Wood and Bryan are participating in a conference call with Joe Mayes of the Civic Design Center following the Board of Commissioners meeting to go over the plan. The committee did vote to share half of the \$5,000 fee from the Civic Design Center and is prepared to participate financially or otherwise as needed. Wood also stated that they are on track to meet their goal in the current fund-raising campaign.

Each of our subcommittee's met in February, the Strategy and Development Committee and discussed budgets and long-term plans; the Education Committee has created a writing schedule for Belle Meade Living Magazine and the city newsletter; Plantings Committee met with LSI to determine spring plantings; the Events Committee is brand new and is going to do educational garden visits.

Wood stated that the current fundraising-campaign has reached \$76,200, last year our total was \$84,520 and donations are still coming in.

F. City Communications - NO MATTERS

VII. Administration

A. Finance

1. Financial Statements - January 2022 presented by Leigh Mills
2. Investment Schedules - reviewed
3. Approval of Invoices over \$5,000:

Certified Labs & Services	\$ 5,571.20
Commonwealth Chemical Inc.	\$ 24,900.00
Straeffler Pump & Supply, Inc	\$ 12,840.00
Sessions Paving Company	\$101,483.00

Motion to approve invoices: Weigel **Second:** Dale **Vote:** All aye

B. Facilities - NO MATTERS

C. Human Resources / Personnel

1. Recommendation for Executive Search Firm

City Manager Reardon stated that all five firms contacted submitted proposals to provide executive search service for a new City Manager. Baker Tilly stood out as the top candidate. Based on the commissioner evaluation responses and further research by Commissioner Dale and myself, we recommend the engagement of Baker Tilley, at their proposed rate of \$24.500. Our reason for this recommendation are:

- Proposal was laid out to match the outline of the City's RFP, so it was easy to verify that all the information requested was provided.

- The strategy for their recruitment process and deliverables is very thorough.
- Sample brochure and search report were impressive and well done.
- Will provide (3) in-person site visits. Most firms were only providing virtual meetings in their price quote, with in-person visits at an extra cost.
- Reardon spoke with interim Oak Hill City Manager for a reference. He and the Oak Hill commissioners gave Baker Tilly very high ratings for their performance.
- While cost should not be the determining factor when selecting a provider of professional services, it can be part of the consideration. The fees quoted by the five firms ranged from \$22,500 to \$25,500. Four of the firms had additional add-on charges for advertising, travel & lodging, and background checks, which could raise their quote by several thousand dollars. Baker Tilly was the only firm that quoted an all-inclusive fee.

Commissioner Dale stated that she spoke with Patti Heminover, who will be the lead for our search. Dale noted that she had many questions and small details, and she was able to supply answers. Her personality will be a great fit. Dale also stated that all of the commissioners, without conferring, selected the same firm on the evaluation forms they had filled out.

Reardon stated that Baker Tilly is available to begin work with us in May.

Board Discussion:

- Weigel: Are there no search firms local or statewide?
- Reardon: I looked at over 50 firms that specialize in governmental placements for municipalities. There are none in Tennessee, Reardon stated that she used the list that the International City Managers Association has compiled.

Motion to approve the recommendation of Baker Tilly at \$24,500: Dale
Second: Hunt Vote: Aye: Hunt, Dale, Bryan, Moore; Abstain: Weigel

VIII. LEGISLATION

1. Ordinance 2022-2, Amending Section 12-302 (5) of the Belle Meade Municipal Code to Increase the Stormwater User Fee from \$7.47 per Equivalent Residential Unit ("ERU") to \$22.41 per ERU, on first reading

Board Discussion:

- Bryan: It seems like fees are being increased really fast, are there other fees in the city that we need to look at that we should be increasing gradually to avoid these very precipitous increases in fees?
- Building Official Patterson: I can only speak to the stormwater fee; it has not been adjusted in eleven years.
- Dale: It seems to me that we are transitioning to a more fluid adjustment of these as needed to account for the cost that we are experiencing.
- Moore: We should look at the fee structure each year when we are looking at the budget.

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

2. Resolution 2022-05, Amending Resolution 2021-05 Establishing Amounts of Fees to be Charged by the City of Belle Meade for Permit Applications and Other Fees

The Commissioners questioned the increased appeals fees for the Historic Zoning Commission. Building Official Patterson explained that the fee increases were discussed and requested by the HZC commissioners at their year end review, as well as strengthening their guidelines on denials for builders who did not submit complete plans and necessary documents.

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

VIII. Other Matters - None

Meeting Adjourned at 5:35 p.m.

Mayor Rusty Moore

City Recorder Rusty Terry